

RESOLUTION NO. 13-142

A RESOLUTION OF THE CAROLINE STREET CORRIDOR AND BAHAMA VILLAGE COMMUNITY REDEVELOPMENT AGENCY (CRA), AUTHORIZING AN EXPENDITURE OF TAX INCREMENT FINANCING FUNDS; PROVIDING CONDITIONS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, pursuant to Florida Statute section 163.387, the CRA is authorized to use funds held in the Bahama Village tax increment financing ("TIF") account; and

WHEREAS, the Bahama Village Redevelopment Advisory Committee has recommended certain expenditures to the CRA.

NOW, THEREFORE, BE IT RESOLVED BY THE CAROLINE STREET CORRIDOR AND BAHAMA VILLAGE COMMUNITY REDEVELOPMENT AGENCY, AS FOLLOWS:

Section 1: That an expenditure of TIF funds for FY 12-13 is authorized as follows:

*Cornish Memorial Church Phase II	\$205,000.00
*Habitat for Humanity	\$ 72,000.00
*Coral City Elks Lodge	\$ 55,000.00
*Community Garden Project	<u>\$ 20,000.00</u>
TOTAL	<u>\$352,000.00</u>

Section 2: That City staff and the recipients shall work collaboratively on a schedule for the release of funds from the City. The City Manager shall implement policies and procedures to ensure the protection and most effective use of the allocated funds, including an agreement from the recipient for the audit of its books and records, personal guarantees, and the disqualification of the recipient from future funding for any misallocated funds.

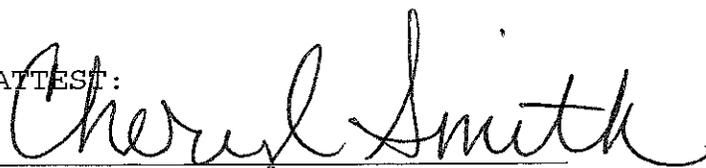
Section 3: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the presiding officer and the Clerk of the Agency.

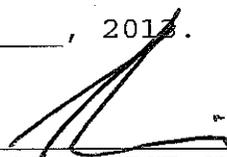
Passed and adopted by the Caroline Street Corridor and Bahama Village Community Redevelopment Agency at a meeting held this 21st day of May, 2013.

Authenticated by the presiding officer and Clerk of the Agency on May 23, 2013.

Filed with the Clerk May 23, 2013.

ATTEST:


CHERYL SMITH, CITY CLERK


MARK ROSSI, VICE-CHAIRMAN



EXECUTIVE SUMMARY

To: Bogdan Vitas Jr., City Manager

Through: Mark Finigan, Assistant City Manager
Donald Leland Craig, AICP, Planning Director

From: Nicole Malo, Planner II

Meeting Date: May 21, 2013
February 20, 2013 – Postponed

RE: CRA Consideration of Tax Increment Fund Appropriations -
Recommendation a for funding for Fiscal Year 2012-2013, from
the Bahama Village Redevelopment Advisory Committee

Action Statement

This request is for the approval of the Bahama Village Redevelopment Advisory Committee (BVRAC) Tax Increment Fund (TIF) ranking and funding allocation recommendations for the 2012-2013 fiscal year for projects located within the Bahama Village Subarea.

Strategic Plan

The TIF funding allocation process is guided by the 2010 Amended and Restated Community Redevelopment Plan. The Strategic Plan recognizes the need for a long-range capital plan (Exhibit A) which is slated for completion by 2014.

Background

On September 28, 2012 the Planning Department received seven (7) applications for the Bahama Village Subarea 2013 Tax Increment Fund. On January 3, 2013 the BVRAC heard presentations by the applicants and ranked the applications, directing the distribution of available funds to the top three (3) applicants and leftover funds to three (3) additional applicants (Exhibit B). A total estimated amount of \$850,000 was available to the BVRAC for possible appropriation. A total of \$802,000 was originally recommended for appropriation as follows:

1. Cornish Memorial A.M.E Zion Church, Phase II –	\$205,000
2. Habitat for Humanity – Neighborhood Revitalization Initiative -	\$72,000
3. Frederic Douglas Gym and Community Center -	\$160,000
4. Bahama Village Connectivity Project – Petronia Street –	\$290,000
5. Coral City Elks Lodge #610/ Coral City Temple #400 -	\$55,000
6. Community Garden	<u>\$20,000</u>
Total:	\$802,000

As a result of the contractors bid document for the Nelson English/ Willie Ward Park that was received in February it was discovered that the money previously allocated from the TIF (FY 2011 and 2012) available for building the Park Master Plan was insufficient; therefore, on April 4, 2013, the BVRAC decided to revise the original 2013 allocation recommendation and remove the allocation for the Petronia Street Connectivity project and the Frederic Douglas Gym structural analysis report in order to make that money available for the Park. The recommendation for FY 2013 TIF allocation to the Nelson English/ Willie Ward Park Master Plan will be heard at a subsequent CRA Meeting.

Therefore, as a result of the April 4, 2013 Revised TIF allocation approval, the BVRAC is recommending to the CRA that the following four (4) projects are funded a total of **\$352,000** for the FY2013.

1. Cornish Memorial A.M.E Zion Church, Phase II – \$205,000

This project was funded in 2009, for \$417,000, and phase one is complete. The second phase of structural improvements is proposed for interior work that includes repairs to the Church building and the Parsonage. The original request was for \$257,152, which was reduced by eliminating proposed improvements to the kitchen and the Parsonage. The Church improvements include: ADA compliant bathrooms, an ADA ramp, and foundation stabilization. The Parsonage work includes electrical upgrade. A third phase request is anticipated.

Matching Funds: According to applicant the matching funds are not available at this time.

Deed Restriction: The applicant is required to execute both a Promissory Note and a Mortgage for the actual value of the improvements as a condition of the allocation. Both Note and Mortgage, with applicable terms, will come before the BVRAC and CRA for approval.

2. Habitat for Humanity – Neighborhood Revitalization Initiative - \$72,000

The proposal is for repairs and improvements to residential properties that qualify for HFH needs based funding. This application is in response to the BVRAC request for an application for a residential improvements program. This is the second time Habitat has been allocated TIF money from the BVRAC.

Matching Funds: No matching funds are proposed to date for the Habitat for Humanity request; although, HFH typically partners with other existing organizations that administer home improvements programs and other grants; provides services that allow

their funds to be heavily leveraged such as administering the contract work, acquiring reduced or pro-bono architectural services, volunteer construction services, and reuse of materials; and sweat equity is a requirement of homeowners eligible to receive HFH funding.

3. Coral City Elks Lodge #610/ Coral City Temple #400 - \$55,000

This application is for improvements to the existing interior of the building, including ADA bathrooms, and plumbing replacements. The BVRAC reduced the amount of requested funding by \$24,500, to the amount stated above. This is the third request for funding from the organization. In 2012 the organization was funded \$80,000 for roofing and awning repairs.

Matching Funds: No matching funds available at this time.

Deed Restriction: The applicant is required to execute both a Promissory Note and a Mortgage for the actual value of the improvements as a condition of the allocation. Both Note and Mortgage, with applicable terms, will come before the BVRAC and CRA for approval.

4. Community Garden \$20,000

The application is for the construction, maintenance and a part time organization leader for a Community Garden to be located in Bahama Village. The ultimate goal is that the organization will run self-sufficiently after two years of committed TIF funding. At this point a property location has not been confirmed for the project; although, the location will likely be at the Housing Authority property at 201 Truman Avenue. This application is in response to the BVRAC request for an application for a community garden.

Matching Funds: No matching funds are available. In-kind services are provided by the Community Garden Members and are typically required as part of the membership regulations. The City's Sustainability Coordinator will administer the location authorization, staff application process and construction project as part of her daily responsibilities.

Attachments

For further information regarding the review and allocation process and additional information please find the following information attached herein:

Exhibit A - 2011 Strategic Plan Excerpt

Exhibit B - January 1, 2013 - BVRAC Official Rankings

Exhibit C - Minutes from the December 1, 2011 BVRAC Meeting

Exhibit D - BVRAC Review and Ranking Package from January 3, 2013, including:

- Executive Summary
- Application Summary Table
- Guidelines for Ranking BVCRA TIF Applications
- TIF Fund 2012-2013 Proposed Budget

City Actions and Application Timeline

Application Cycle -	July 2 – September 28, 2012
BVRAC Meeting -	January 3, 2013
Application presentations ranking and allocations	
CRA Meeting - Postponed	February 20, 2013
BVRAC Meeting - Revised allocations	April 4, 2013
BVRAC Meeting - Revised allocations	May 8, 2013
CRA Meeting -	May 21, 2013
Consideration of BVRAC 2013 TIFF recommendations	

Recommendation: Approval of \$352,000 in TIF allocations for the following four (4) projects as recommended by BVRAC and described above:

1. Cornish Memorial A.M.E Zion Church, Phase II	\$205,000
2. Habitat for Humanity – Neighborhood Revitalization Initiative	\$72,000
3. Coral City Elks Lodge #610/ Coral City Temple #400	\$55,000
4. Community Garden	<u>\$20,000</u>
Total:	\$352,000

Infrastructure

Goal # 1: A transportation system which is aesthetically attractive, functional, efficient, safe and environmentally sensitive

Objective: Completion of the Transportation Study and development of an Action Plan to address recommendations

Initiatives:

- *Development and implementation of a Multimodal Transportation Plan*
- *Coordination with the county, state, and FDOT to provide for ongoing improvements, maintenance, and ADA compliance of streets and sidewalks*

Objective: Increased usage of public transportation

Initiatives:

- *Educate residents and visitors regarding available Public Transportation*
- *Provide bus-schedules at bus stops*
- *Use technology to provide bus schedule information and trip planner*

Goal # 2: Safe and secure neighborhoods and business districts

Objectives: Allocation of resources to support adequate personnel, facilities and equipment for:

Code Enforcement
Law Enforcement
Fire and Rescue
Hurricane Preparedness
Environmental Disaster Response
Homeland Security

Initiatives:

- *Proactive planning to address community safety needs*
- *Compliance with existing codes*
- *Collaboration with neighborhood associations to establish crime watch areas*

Goal # 3: Parks and recreation areas are accessible to all residents and visitors

Objective: Parks and recreation areas distributed throughout the community which are appropriately staffed and equipped to provide safe, healthy, and constructive recreational opportunities for children, youth and adults

Key West Strategic Plan | 2011

Initiatives:

- *Conduct an assessment of the City's parks and recreational areas and develop an Action Plan to address deficiencies*
- *Develop Truman Waterfront Park*

Goal # 4: Long term sustainability of the City's hard assets

Objective: Accurate inventory of the City's hard assets including review of city-occupied dwellings

Initiative:

- *Development and maintenance of an ongoing inventory process for the City's hard assets*

Objective: The efficient and effective maintenance of the City's hard assets

Initiative:

- *Development and maintenance of an ongoing assessment and maintenance process for the City's hard assets*

Goal # 5: All of the City's destinations and resources are accessible to residents and visitors

Objective: Increase the visibility and viability of areas outside of the Duval Street corridor

Initiatives:

- *Create bicycle and pedestrian friendly pathways for accessing and connecting areas to each other and downtown*
- *Partner with the Key West Bicycle Association to have the City recognized as a 'Bicycle Friendly Community' by the League of American Bicyclists*
- *Install and maintain unmanned location and information kiosks throughout the city indicating attractions and available public services*
- *Bahama Village Redevelopment Advisory Committee will develop a long-term vision and plan for the development of Bahama Village and submit it to the City Commission within one year of the adoption of the 2011 Strategic Plan*
- *The City Commission will develop, or charge a committee with developing, a long-term vision and plan for the development of the Key West bight and Caroline Street corridor and submit it to the City Commission within one year of the adoption of the 2011 Strategic Plan.*

INDICATORS OF SUCCESS:

- Annual Resident Survey
- Visitor feedback
- Development and implementation of an ongoing inventory assessment and maintenance process for the City's hard assets
- Increase in number of bicycle pathways
- Key West's designation as a 'Bicycle Friendly Community' by the League of American Bicyclists
- The creation of a long-term plan for the ongoing maintenance and improvement of streets and sidewalks
- Installation of location/information kiosks
- Submission of a plan for the development of Bahama Village and ongoing annual progress reports until the plan is completed
- Submission of a long-term vision and plan for the Key West Bight and Caroline Street corridor and ongoing annual progress reports until the plan is completed
- Annual Report by the Truman Waterfront Advisory Board

BVRAC Official Application Ranking

Highest Points Prevail

RANKING of TIF APPLICATIONS for 2013
BAHAMA VILLAGE REDEVELOPMENT ADVISORY COMMITTEE

	Community Garden	Connectivity Project - Petronia St	Corat City Elks Lodge	Cornish Memorial Phase II	Frederick Douglass Community Center	Gerardine St. Improvements	Habitat for Humanity
Dr. Becker		2		1			3
Vice-Chair Castillo			2	3	1		
Mr. Curtis			1	3			2
Ms. Eables				2	3		1
Ms. Mobley				1		3	2
Ms. Rose		1		2			3
Madam Chair Turner				1	3		2
	0	3	3	13	10	0	13
Cornish Memorial Phase II							
1st Choice	Habitat for Humanity						
2nd Choice	Frederick Douglass Community Center						
3rd Choice	Habitat for Humanity						

2013 APPROPRIATIONS
BAHAMA VILLAGE REDEVELOPMENT ADVISORY COMMITTEE

				Cornish Memorial Phase II	Frederick Douglass Community Center	Habitat for Humanity
Dr. Becker				\$ 225,000.00	\$ 190,000.00	\$ 75,000.00
Vice-Chair Castillo				\$ 200,000.00	\$ 100,000.00	\$ 75,000.00
Mr. Curtis				\$ 200,000.00	\$ 150,000.00	\$ 75,000.00
Ms. Eables				\$ 257,000.00	\$ 190,000.00	\$ 75,000.00
Ms. Mobley				\$ 200,000.00	\$ 190,000.00	\$ 75,000.00
Ms. Rose				\$ 200,000.00	\$ 100,000.00	\$ 75,000.00
Madam Chair Turner				\$ 150,000.00	\$ 190,000.00	\$ 50,000.00
				\$ 204,571.43	\$ 158,571.43	\$ -
1st Ranked Funding amount for Cornish Memorial Church Phase II				\$205,000.00		
2nd Ranked Funding amount for Habitat for Humanity				\$72,000.00		
3rd Ranked Funding amount for Frederick Douglass Community Center				\$160,000.00		
Additional Funding for Connectivity Project - Patronia St.				\$290,000.00		
Additional Funding for Coral City Elks Lodge				\$55,000.00		
Additional Funding for Community Garden				\$20,000.00		

Total funding for 2013 TIF	\$802,000.00
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City of Key West, FL

Old City Hall
510 Greene Street
Key West FL 33040

Action Minutes - Final Bahama Village Redevelopment Advisory Committee

Thursday, January 3, 2013

5:30 PM

Old City Hall

ADA Assistance: It is the policy of the City of Key West to comply with all requirements of the Americans with Disabilities Act (ADA). Please call the TTY number at 305-809-1000 or the ADA Coordinator at 305-809-3951 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

Call Meeting To Order

5:31 P.M.

Roll Call

Vice-Chair Castillo joined the meeting at 5:38 P.M.

Present 7 - Dr. Becker, Mr. Curtis, Ms. Mobley, Vice Chair Castillo, Ms. Rose, Chairman Turner, and Ms. Eables

Pledge of Allegiance to the Flag

Approval of Minutes

1 November 1, 2012 (Regular)

Attachments: Minutes

Vice-Chair Castillo was not present during the Unanimous Vote.

A motion was made by Dr. Randy Becker, seconded by Mr. Jerry Curtis, that the Minutes be Passed. The motion passed by an unanimous vote.

Approval of Agenda

Presentations

Action Items

3 Proposed 2013 Meeting Dates.

Sponsors: Deputy Clerk Budde

Attachments: [2013 proposed meeting dates](#)

A motion was made by Vice Chair Aaron Castillo, seconded by Ms. Annette Mobley that the Action Item be Approved. The motion passed by a unanimous vote.

4 Ranking of 2013 Applications.

Sponsors: Mr. Craig

Attachments: [Ranking Objectives and Principals](#)

[Ranking form for applications](#)

A motion was made by Vice Chair Aaron Castillo, seconded by Mr. Jerry Curtis, that the Action Item to accept the ranking of applicants to be Approved. The motion passed by an unanimous vote and the results are as follows:

1st Ranked: Cornish Memorial Church Phase II

2nd Ranked: Habitat for Humanity

3rd Ranked: Frederick Douglass Gym Community Center

5

Appropriations of Funds for 2013 cycle.

Sponsors: Mr. Craig

Attachments: Appropriations Ranking Form for 2013 cycle

A motion was made by Mr. Jerry Curtis, seconded by Ms. Patrica Eables, that the Action Item to approve the following appropriations be Approved. The motion passed by an unanimous vote.

1st Ranked: Cornish Memorial Phase II - \$205,000.00

2nd Ranked: Habitat for Humanity - \$72,000.00

3rd Ranked: Frederick Douglass Community Center - \$160,000.00

Madam Chair acknowledged the motion passed.

*A motion was made by Dr. Becker, seconded by Ms. Mobley, that the following projects be proposed an appropriation of funds from TIF ;
Connectivity Project - Petronia Street to receive \$300,000.00;
Coral City Elks Lodge to receive \$55,000.00, for discussion.*

After the discussion, Dr. Becker amended his motion to reduce the proposed appropriation for the Connectivity Project to \$290,000.00, to reduce the proposed appropriation for the Coral City Elks Lodge to \$55,000.00, for approval.

Ms. Mobley withdrew her second motion.

Ms. Rose seconded Dr. Becker's amended motion and Madam Chair acknowledged the amended motion and second and requested the Clerk to call the Roll.

Yeas: Dr. Becker, Mr. Curtis, Ms. Eables, Ms. Mobley, Ms. Rose and Madam Chair Turner.

Nays: None

Madam Chair acknowledged the motion passed.

A motion was made by Ms. Rose, seconded by Ms. Eables, to appropriate \$20,000.00 to the Community Garden project for approval. Madam Chair Turner acknowledged the motion and second and requested the Clerk to call the Roll.

Absent: 1 - Vice Chair Castillo

Yes: 6 - Dr. Becker, Mr. Curtis, Ms. Mobley, Ms. Rose, Madam Chair Turner, and Ms. Eables

6 Approving 1 of 3 options for the VFW/American Legion Post's 2010 Application/Appropriation.

- a. Accept the amended application and keep the 2010 appropriation
- b. Deny the amended application and reject the 2010 appropriation
- c. Keep current status as is.

Sponsors: Mr. Finigan

Attachments: 2014 Historic Preservation Grant Final Ranking
Priority Historic Grant Projects
Memorandum Phase One
D L Porter - American Legion Post 168 Preliminary Budget
Large File Progress of Building Photo details

A motion was made by Ms. Patrica Eables, seconded by Mr. Jerry Curtis, that the Action Item be Postponed to July 3 meeting. The motion passed by an unanimous vote.

Reports

Citizen Comments

Committee Comments

Adjournment

8:06 P.M.

January 3, 2013

**Bahama Village Redevelopment Advisory
Committee 2013 TIF Application Review and
Ranking Package**



EXECUTIVE SUMMARY

To: BVRAC

Through: Mark Finigan, Assistant City Manager
Donald Leland Craig, AICP, Planning Director

From: Nicole Malo, Planner

Meeting Date: January 3, 2013
December 6, 2012 -- Postponed

Re: Application Summary Tax Increment Fund Appropriations, Fiscal Year 2012-2013

Background

On September 28, 2012 the Planning Department received seven (7) complete applications for the Bahama Village Subarea 2013 Tax Increment Fund. Approximately \$500,000 in annual increment is available this year. In addition, \$350,000 will return to the fund from previously allocated funds for programs that were unused and the BCCLT property sales for a total balance of \$850,000 available to be allocated for projects.

The attachments to this document include the Guiding Principles for the Bahama Village Community Redevelopment Area and the Objective Criteria for Ranking Applications. Please use these documents in order to help guide your analysis of each of the projects consistency with the 2010 CRA Plan. Also attached are the associated tables for your use. While reviewing the applications please consider the feasibility of the project, which of the projects affects the greatest public good, enhances the quality of life for the community, and best leverages the fund while alleviating blight.

This report is provided in order to summarize each of the applications in no particular order.

1. Community Garden

The application is for the construction, maintenance and a staff member for a Community Garden to be located in Bahama Village. The ultimate goal is that the organization will run self-sufficiently after two years of committed TIF funding. This is the first phase of a two year program totaling and estimated \$50,000 for construction (ie: raised beds, fencing, dirt, tools) and part time staffer (no benefits). This application is in response to the BVRAC request for an application for a community garden.

Request: \$27,000

Matching Funds: No matching funds available. In-kind services are provided by the Community Garden Members and are typically required as part of the membership regulations. The City's Sustainability Coordinator will administer the location authorization, staff application process and construction project as part of her daily responsibilities.

Considerations:

At this point a property location has not been committed for the project; although, four potential sites have been identified. The final location will be a result of a recommendation from the BVRAC and feasibility of the site. On some of the larger sites, and based upon space availability, the BVRAC may wish to consider making the garden available to the general public at some time in the future.

2. Bahama Village Connectivity Project – Petronia Street

This proposal is a streetscape improvement project for Petronia Street the commercial core of Bahama Village. The scope of the project stretches from Duval Street to Fort Street. The proposed design and construction drawings are 100% complete and were created in 2010 with significant community input at several public meetings. The plan includes improvements to signage, landscaping, lighting, traffic calming, new paving, parking, sidewalks and stormwater drainage. The Plan also includes redesign of the Petronia Street entrance including the intersection of Duval and Petronia Streets to create a unique entrance to Bahama Village identifiable from up and down Duval Street. The plan was designed using Crime Prevention Through Environmental Design (CEPTED) techniques to prevent potentially unsafe areas. This application is in response to the BVRAC request for an application for Petronia Street improvements.

Request: \$592,500

Matching Funds: No matching funds are available at this time. The City has paid for 100% construction plans and will administer bidding and construction oversight which is not calculated in the overall projects cost. It is possible future matching funds may be provided by the City's Road and Street Internal Improvement Fund and the Stormwater Fund for the project.

Considerations:

The project can be funded in phases over two to four years as increment is acquired as necessary. For example, in the Caroline Street Corridor CRA four years of increment has been dedicated to the project. The BVRAC should consider a similar approach based on a percent of each year's increment that could be dedicated to completing the project.

3. Coral City Elks Lodge #610/ Coral City Temple #400

This application is for improvements and replacement of the existing interior, including ADA bathrooms, and kitchen and plumbing replacements. No match is currently available. This is the third request for funding from the organization. The organization was funded \$80,000 in 2012 for roofing and awning repairs.

Request: \$79,500

Matching Funds: No matching funds available at this time.

Considerations: Please note that the proposed budget provided by the applicant shows matching funds and in-kind construction services. According to the applicant no matching funds have been identified to date although fund raisers may be forthcoming. Further, the amount of in-kind construction work proposed to be completed by Club Members is incompatible with the licensed contractor requirements of State Statute.

4. Phase Two Restoration of the Cornish Memorial A.M.E Zion Church

This project was funded in 2009, for \$417,000, and phase one is complete. The second phase of structural improvements is proposed for interior work that includes repairs to the Church building and the Parsonage. The Church improvements include: ADA compliant bathrooms, an ADA ramp, kitchen replacement, and foundation stabilization. The parsonage work includes foundation repairs, roof replacement, electrical upgrade, new windows and new doors. A third phase request is anticipated.

Request: \$257,152

Matching Funds: No matching funds available at this time.

Considerations: Please note that the proposed budget provided by the applicant shows matching funds although according to the applicant no matching funds have been identified to date.

5. Frederick Douglas Community Center Structural Assessment and Improvements

In October the City completed a preliminary structural safety assessment for the Frederick Douglas Community Center. A determination was made that the structure is unsound and portions of it were closed. On December 4, 2012 the City Commission voted to dedicate \$1 million dollars from the Pier House land sale to the hard and soft costs of the structural repairs. At this time the City does not know what the total project cost will be. The proposed application is for an environmental and structural conditions report that is the next step in assessing the redevelopment required for the gym and accessory office/classroom structure including; recommended course of action, 40% design documents, and cost estimates.

Request: \$190,000

Matching Funds: The City has paid for the preliminary structural analysis report and has approved \$1million dollars from the sale of the Pier House property to fund the rehabilitation including soft and hard construction cost.

Consideration: That the analysis, if funded, include a needs based analysis that also reflects the proposed recreational building uses at the Truman Waterfront Park.

6. Geraldine Street Improvements Project

The proposed application has been modified since the original submittal, which included street scape work to the public right-of-way and the Keys Electric property on Geraldine Street. The current proposal is for improvements to a multifamily structure, drive way, landscaping and fencing that is privately owned.

Request: \$10,570

Matching Funds: \$2,700 and sweat equity.

Consideration: The Board may wish to consider an affordable deed restriction for the multifamily units, a loan, or amortizing the allocation.

7. Habitat for Humanity (HFH) – Neighborhood Revitalization Initiative

The proposal is for the HFH Neighborhood Revitalization program that was funded for the first time by the BVRAC in 2012. The proposal is for repairs and improvements to residential properties that qualify for HFH needs based funding. The program provides donation services that do not have to be reimbursed. This application is in response to the BVRAC request for an application for a residential improvements program.

Request: \$75,000

Matching Funds: No matching funds are proposed to date for the Habitat for Humanity request; although, HFH typically partners with other existing organizations that administer home improvements programs and other grants; provides services that allow their funds to be heavily leveraged such as administering the contract work, acquiring reduced or pro-bono architectural services, volunteer construction services, and reuse of materials; and sweat equity is a requirement of homeowners eligible to receive HFH funding.

Summary

For further information regarding the review and allocation process and additional information please find the following information attached herein:

- Application Summary Table
- TIF Fund 2012-2013 Proposed Budget
- Guiding Principles for Ranking BVCRA TIF Applications
- Objective Criteria for Ranking Applications

City Actions and Application Timeline

Application Cycle -	July 2, 2011 – September 28, 2012
Application presentations	January 3, 2012
BVRAC Meeting - Application ranking and allocations	February 7, 2013
CRA Meeting - Final allocation approval	February 20, 2013

Application Summary Table

Community Redevelopment Area Appropriation Requests
Bahama Village Sub-Area
2013 (FY 2012-2013)

Applicant	Project Name and Location	Project or Program Type	FY 2013 Request	Expected Scope of Work Associated with Allocation	Notes
City of Key West	Bahama Village Community Garden	Multiphase Construction Program	\$27,000 (no match provided: \$20,500 estimated in kind, required by program. The City will provide administrative oversight)	Construction of garden (ie: raised beds, fencing, dirt, tools) and part time staffer (no benefits).	This is the first phase of a two year program totaling and estimated \$50,000. This is in response to the BVRAC request for an application for a community garden.
City of Key West	Bahama Village Connectivity Project - Petronia Street	Multiphase Construction Project	\$592,500 (no match provided in this cycle; the City has already paid for completed plans and will provide bidding and construction oversight)	To construct an engineering and streetscape enhancement plan (stormwater, landscaping, lighting, parking, and multimodal transportation) connecting Bahama Village to Duval St. and the Truman Waterfront Park. Total project cost is estimated to be \$1,185,000. Future matching funds may be provided by the City's Road and Street Internal Improvement Fund and the Stormwater Fund.	This is the first phase of a multi-year funding request to construct part of the 2010 BV Connectivity Master Plan. This is in response to the BVRAC request for an application for Petronia Street improvement plan.

**Community Redevelopment Area Appropriation Requests
Bahama Village Sub-Area
2013 (FY 2012-2013)**

Applicant	Project Name and Location	Project or Program Type	FY 2013 Request	Expected Scope of Work Associated with Allocation	Notes
Habitat for Humanity of Key West and Lower Keys, Inc.	Habitat for Humanity Neighborhood Revitalization Initiative Single family homes within the BV CRA boundaries	Construction Program	\$75,000 (no match provided; in kind required by program)	Neighborhood Revitalization Initiative providing repairs for homes and families that meet HFH qualification criteria, specifically the elderly	This is an existing program with a second year funding request for the same amount
Coral City Elks Lodge #610/Coral City Temple #400	Coral City Elks Lodge #610/Coral City Temple #400 1107/1109 Whitehead Street	Construction Project	\$79,500 (No matching funds are available at this time; some construction services may be provided in-kind)	Improvements and replacement of existing interior, including renovation of ADA access and bathrooms, kitchen and plumbing replacement	This is a single phase project. This is the third request for TIF funding; \$80,000 granted in 2012 for roofing and awning repairs. 2011 request unfunded
Cornish Memorial	Phase Two Restoration of the Cornish Memorial A.M.E Zion Church 702 Whitehead Street	Multiphase Construction Project	\$257,152 (no matching funds available at this time)	Improvements and repairs to Church are ADA compliant bathrooms, ADA ramp, kitchen replacement, and foundation stabilization. Parsonage work includes foundation repairs, roof replacement, electrical upgrade, replace windows and doors.	This request is for phase two of a multiphase project totaling \$976,872. First phase was funded in 2009 at \$417,000 and is complete.

Community Redevelopment Area Appropriation Requests
Bahama Village Sub-Area
2013 (FY 2012-2013)

Applicant	Project Name and Location	Project or Program Type	FY 2013 Request	Expected Scope of Work Associated with Allocation	Notes
City of Key West	Frederic Douglass Community Center Structural Assessments and Improvements 111 Olivia Street	Multiphase Construction Project	\$190,000 (The city has dedicated \$1 million towards construction costs)	Structural and environmental assessment for the FD gym and accessory office/classroom structure including; recommended course of action, 40% design documents, and cost estimate	This is the first phase of a multi-phase project initially estimated to total approximately \$1,355,000
Dr. Nancy A. Moulton	Geraldine Street Improvements Project 106-108 Geraldine Street	Single Phase Construction Project	\$10,570 (\$2,700 match)	Private property improvements to multifamily structure, drive way, landscaping and fencing	This is a single phase project. The applicant stated she will provide \$10,000 in-kind
		TOTAL	\$1,155,300		

TIF 2012-2013 Budget

CITY OF KEY WEST
 BUDGET FOR FISCAL YEAR 12/13
 REVENUES

ACCOUNT	ACCOUNT DESCRIPTION	FY 09/10 ACTUAL	FY 10/11 ACTUAL	FY 11/12 AMENDED BUDGET	FY 12/13 CITY MGR PROPOSED
Bahama Vill/Caroline TIF					
Intergovernmental Revenue					
601-338-0200	Monroe County-TIF District	0	759,609	709,750	704,289
		-----	-----	-----	-----
*	Shared Rev-Local Units	0	759,609	709,750	704,289
		-----	-----	-----	-----
**	Intergovernmental Revenue	0	759,609	709,750	704,289
Miscellaneous Revenues					
601-361-0000	Interest Earnings	12,601	13,307	0	10,000
		-----	-----	-----	-----
*	Interest Earnings	12,601	13,307	0	10,000
		-----	-----	-----	-----
**	Miscellaneous Revenues	12,601	13,307	0	10,000
Other Sources					
601-381-0100	General	695,662	661,699	607,050	602,381
		-----	-----	-----	-----
*	Interfund Transfer	695,662	661,699	607,050	602,381
		-----	-----	-----	-----
	601-389-9100 Restricted	0	0	2,125,343	0
	601-389-9115 Bahama Village	0	0	0	423,518
		-----	-----	-----	-----
*	Nonoperations Sources	0	0	2,125,343	423,518
		-----	-----	-----	-----
**	Other Sources	695,662	661,699	2,732,393	1,025,899
		-----	-----	-----	-----
***	Bahama Vill/Caroline TIF	708,263	1,434,615	3,442,143	1,740,188

CITY OF KEY WEST
BUDGET FOR FISCAL YEAR 12/13
EXPENDITURES

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 09/10 ACTUAL	FY 10/11 ACTUAL	FY 11/12 AMENDED BUDGET	FY 12/13 CITY MGR PROPOSED	ACCOUNT DETAIL
Bahama Vill/Caroline TIF						
Bahama Village						
Bahama Village						
Economic Environment						
Planning						
601-5502-555-1200	Salaries and Wages	140,493	0	0	0	
601-5502-555-1400	Overtime	16,683	0	0	0	
601-5502-555-1500	Special Pay	3,469	0	0	0	
601-5502-555-2100	FICA	12,289	0	0	0	
601-5502-555-2200	Retirement	30,092	0	0	0	
601-5502-555-2300	Health & Life Insurance	27,847	0	0	0	
* Personal Services		230,873	0	0	0	
601-5502-555-3100	Professional Services	10,437	3,028	0	0	
601-5502-555-3200	Accounting & Auditing	75,034	0	1,800	1,927	
	LEVEL	TEXT				TEXT AMT
	CMR	SHARE OF ANNUAL CITY AUDIT				1,927
						1,927
601-5502-555-4900	Other Current Charges	88	88	100	100	
	LEVEL	TEXT				TEXT AMT
	CMR	SPECIAL DISTRICT FEE FROM DEPT. OF COMMUNITY AFFAIRS				100
						100
601-5502-555-5400	Books, Subscrp, Memberships	695	0	350	0	
* Operating Expenditures		86,254	3,116	2,250	2,027	
601-5502-555-6300	Infrastructure	0	18,669	340,331	0	
	LEVEL	TEXT				TEXT AMT
	CMR	2010 - WILLIE WARD/NELSON ENGLISH (CARRY FORWARD \$ 112,000) BV1003				
		2011 - WILLIE WARD/NELSON ENGLISH (CARRY FORWARD \$ 189,000) BV1003				
* Capital Outlay		0	18,669	340,331	0	
601-5502-555-7100	Debt Service-Principal	147,059	147,059	147,100	147,059	
	LEVEL	TEXT				TEXT AMT
	CMR	PAYMENT ON PRINCIPAL OF TERM LOAN FOR ACQUISITION AND REHABILITATION OF AFFORDABLE HOUSING				147,059
						147,059
601-5502-555-7200	Debt Service-Interest	37,720	33,711	30,100	26,312	
	LEVEL	TEXT				TEXT AMT
	CMR	INTEREST ON TERM LOAN FOR ACQUISITION AND REHABILITATION OF AFFORDABLE HOUSING				26,312
						26,312
* Debt Service		184,779	180,770	177,200	173,371	
601-5502-555-8200	Aid to Pvt. Organizations	114,024	165,648	1,256,557	0	

CITY OF KEY WEST
 BUDGET FOR FISCAL YEAR 12/13
 EXPENDITURES

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 09/10 ACTUAL	FY 10/11 ACTUAL	FY 11/12 AMENDED BUDGET	FY 12/13 CITY MGR PROPOSED	ACCOUNT DETAIL
Bahama Vill/Caroline TIF						
Bahama Village						
Bahama Village						
Economic Environment						
Planning						
						LEVEL TEXT TEXT AMT
						CMR 2011 - VFW/AMERICAN LEGION PHASE II
						(CARRY FORWARD \$ 310,000) BV1002
						2011 - ST. JAMES BAPTIST
						(CARRY FORWARD \$ 87,500) BV1101
						2011 - A POSITIVE STEP
						(CARRY FORWARD \$ 40,759) BV1102
						2012 - CORAL CITY ELKS
						(CARRY FORWARD \$ 71,000) BV1201
						2012 - HABITAT FOR HUMANITY
						(CARRY FORWARD \$ 75,000) BV1202
						2012 - NEWMAN METHODIST PHASE II
						(CARRY FORWARD \$ 80,810) BV1103

*	Grants and Aid	114,024	165,648	1,256,557	0	
	601-5502-555-9100 Transfers	0	100,000	10,190	12,280	
						LEVEL TEXT TEXT AMT
						CMR TRANSFER TO GENERAL FUND FOR INDIRECT COSTS
						12,280
						12,280

*	Transfers	0	100,000	10,190	12,280	
	601-5502-555-9800 Reserves	0	0	340,060	847,171	
						LEVEL TEXT TEXT AMT
						CMR 2013 ESTIMATED TIF AVAILABLE FOR APPROPRIATION
						847,171
						847,171

*	Reserves	0	0	340,060	847,171	

****	Bahama Village	615,930	468,203	2,126,588	1,034,849	

Bahama Village Caroline Street Corridor Tax Increment Fund
Calculation of Annual Contribution after Certification of Final Tax Roll

16-Jul-12

	FY 96-97 (Base)	FY 10/11	Certified 10/11 & Monroe Cnty. Adopted Millage	Next fy 420	FY 11/12	Certified 11/12 & Monroe Cnty. Adopted Millage	FY 12/13	Certified 11/12 & Monroe Cnty. Adopted Millage
Assessed Property Values								
Bahama Village	\$46,516,303	\$147,807,739	\$ 147,858,239		\$ 149,390,637	\$ 149,390,637	\$ 149,297,886	\$ 149,297,886
Caroline Street	\$41,662,133	\$180,049,541	\$ 179,395,860		\$ 162,030,797	\$ 161,988,495	\$ 160,379,443	\$ 160,379,443
Total	\$88,178,436	\$327,857,280	\$327,254,099		\$311,403,664	\$311,389,032	\$309,677,329	\$309,677,329
Change from Prior Year		-10.5%	-10.4%		-5.0%	-4.8%	-5.5%	-5.4%
Base Year (FY96-97) to Current Year Change								
Bahama Village		\$101,341,436	\$101,341,936	280,468	\$102,856,564	\$102,874,234	\$102,781,583	\$102,781,583
Caroline Street		\$138,387,408	\$137,733,727	381,184	\$120,388,664	\$120,336,362	\$118,717,310	\$118,717,310
Total		\$239,678,844	\$239,075,663	661,651	\$223,225,218	\$223,210,596	\$221,498,893	\$221,498,893
Annual Value Change								
Bahama Village		-18.06%	-18.05%		1.02%	1.04%	-0.06%	-0.06%
Caroline Street		-2.67%	-3.02%		-9.68%	-9.70%	-1.00%	-1.00%
Total		-10.28%	-10.44%		-4.84%	-4.85%	-0.55%	-0.55%
% Contribution to Change								
Bahama Village		42.29%	42.39%		46.08%	46.09%	46.40%	46.40%
Caroline Street		57.74%	57.61%		53.92%	53.91%	53.60%	53.60%
Total		100.00%	100.00%		100.00%	100.00%	100.00%	100.00%
Tax Rate (Millage)								
City of Key West		2.9132	2.9132		2.8627	2.8627	2.8627	2.8627
Monroe County		3.3445	3.3445		3.347	3.347	3.347	3.347
Total		6.2577	6.2577		6.2097	6.2097	6.2097	6.2097
Contribution								
City of Key West		\$239,678,844	\$239,075,663		\$223,225,218	\$223,210,596	\$221,498,893	\$221,498,893
Property Value Increment from Base		2.9132	2.9132		2.8627	2.8627	2.8627	2.8627
Rate		\$688,232	\$686,475		\$639,027	\$638,985	\$634,085	\$634,085
At 100%		\$688,321	\$681,652		\$607,075	\$607,036	\$602,381	\$602,381
Max. Contribution is 95%								
Monroe County		\$239,678,844	\$239,075,663		\$223,225,218	\$223,210,596	\$221,498,893	\$221,498,893
Property Value Increment from Base		3.0837	3.3445		3.3470	3.3470	3.3470	3.3470
Rate		\$739,098	\$799,569		\$747,135	\$747,086	\$741,357	\$741,357
At 100%		\$702,143	\$759,609		\$709,778	\$709,732	\$704,289	\$704,289
Max. Contribution is 95%								
Total at 100%		\$1,437,330	\$1,496,064		\$1,386,162	\$1,386,071	\$1,375,442	\$1,375,442
Total at 95%		\$1,365,464	\$1,421,261		\$1,316,854	\$1,316,767	\$1,306,670	\$1,306,670
Incremental Tax Distribution at 95%								
Bahama Village		\$577,063	\$602,469		\$606,773	\$606,877	\$606,331	\$606,331
Caroline Street		\$788,401	\$818,802		\$710,081	\$709,890	\$700,339	\$700,339
Total		\$1,365,464	\$1,421,261		\$1,316,854	\$1,316,767	\$1,306,670	\$1,306,670