



E. PROJECT INFORMATION

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

Provide a brief description of the project:

Refer to Attachment E - Project Description for a complete description of the project.

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

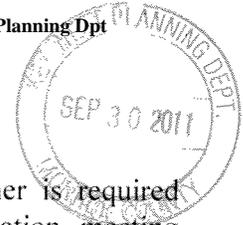
F. OWNERSHIP AND LEGAL STRUCTURE

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.

The Nelson English / Willie Ward Park is owned and maintained by the 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 Nelson English / Willie Ward Park is free and open to the public.



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:

9/26/2011 *AMM* Planning Department

8/26/2011 & 9/26/2011 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  no

2. Project Cost for 2012 \$349,000

Total Project Cost \$1,131,706 (if multiphase, for all years)

3. Amount of TIF Funding Requested for 2012 \$349,000

Total Amount of TIF Funding Requested \$679,000 (if multiphase, for all years)

4. Total Amount of matching funds provided for 2012 \$452,706

Total Amount of matching funds provided \$452,706 (if multiphase, for all years)

Describe the source and amount of matching funds Energy Grant and City Capital Project

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

Detailed budget attached

I. PROJECT SCHEDULE

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

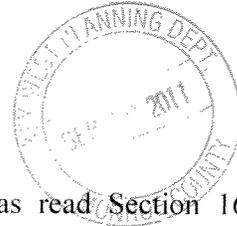
Schedule attached

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.

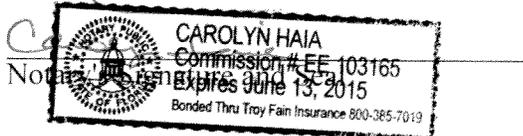
Chapter 837.06 Florida Statues - False Official Statements - Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree punishable as provided for in S. 775.082 or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

Applicant's Signature: [Signature] Date: 9/27/11

Subscribed and sworn to (or affirmed) before me on 9/27/11 (date) by

Carolyn Haia  
Please Print Name of Affiant

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



\_\_\_\_\_  
Name of Acknowledger printed or stamped

\_\_\_\_\_  
Title or Rank

\_\_\_\_\_  
Commission Number, if any

**Section E**  
**Project Information**



## ATTACHMENT E

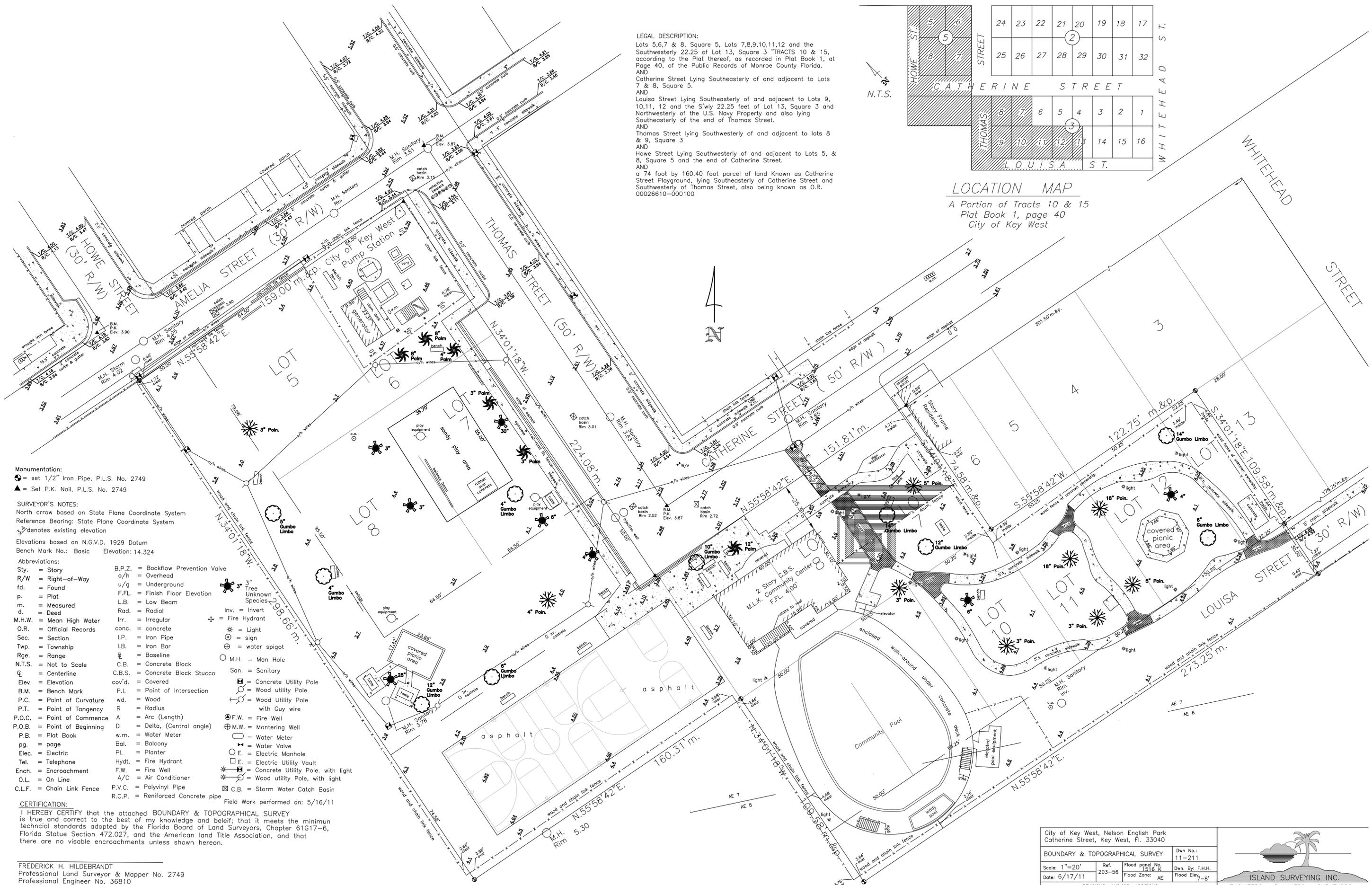
### ATTACHMENT E – PROJECT DESCRIPTION

The Park Enhancement project for Nelson English and Willie Ward Parks in Bahama Village is anticipated as three phases of work, to be implemented as funding allows. The project received TIF funding during the 2010 Allocation process, which has provided funding for the Design and Construction Documents as well as Phase I construction.

The scope of work for the project is improvements to the existing park / pool area for safety and community enhancements, which includes:

- new playground equipment and safety surfacing for various age groups (Phase I)
- improvements to the existing pool and related facilities (Phase I)
- reconfiguration of the entrance of the Martin Luther King Community Center to address flooding (Phase II)
- addition to the Martin Luther King Community Center to provide accessible restrooms for use by the Park visitors (Phase II)
- reorganization of the parking areas to include vehicular, bicycle, and scooter parking (Phase I and II)
- open play lawn (Phase I and III)
- park shelters (Phase I and III)
- enhanced landscaping (Phase I, II, and III)
- site furnishings, including benches, trash and recycling receptacles, bar-b-q grills, picnic benches, and signage (Phase I, II, and III)
- multiple levels of lighting, for both safety / security and aesthetics (Phase I, II, and III)
- organized pedestrian pathways throughout the park linking the parks with the Community (Phase I, II, and III)

Specifically, the Phase II scope of work is focused on the parking, grading at the MLK Community Center and restroom facilities, as well as the other amenities that are included in all three phases of work.



**LEGAL DESCRIPTION:**  
 Lots 5,6,7 & 8, Square 5, Lots 7,8,9,10,11,12 and the Southwesterly 22.25 of Lot 13, Square 3 "TRACTS 10 & 15, according to the Plat thereof, as recorded in Plat Book 1, at Page 40, of the Public Records of Monroe County Florida.  
 AND  
 Catherine Street Lying Southeastery of and adjacent to Lots 7 & 8, Square 5.  
 AND  
 Louisa Street Lying Southeastery of and adjacent to Lots 9, 10,11, 12 and the S'ly 22.25 feet of Lot 13, Square 3 and Northwesterly of the U.S. Navy Property and also lying Southeastery of the end of Thomas Street.  
 AND  
 Thomas Street lying Southwesterly of and adjacent to lots 8 & 9, Square 3  
 AND  
 Howe Street Lying Southwesterly of and adjacent to Lots 5, & 8, Square 5 and the end of Catherine Street.  
 AND  
 a 74 foot by 160.40 foot parcel of land Known as Catherine Street Playground, lying Southeastery of Catherine Street and Southwesterly of Thomas Street, also being known as O.R. 00026610-000100



**LOCATION MAP**  
 A Portion of Tracts 10 & 15  
 Plat Book 1, page 40  
 City of Key West

**Monumentation:**  
 ● = set 1/2" Iron Pipe, P.L.S. No. 2749  
 ▲ = Set P.K. Nail, P.L.S. No. 2749

**SURVEYOR'S NOTES:**  
 North arrow based on State Plane Coordinate System  
 Reference Bearing: State Plane Coordinate System  
 \* denotes existing elevation  
 Elevations based on N.G.V.D. 1929 Datum  
 Bench Mark No.: Basic Elevation: 14.324

- Abbreviations:**
- Sty. = Story
  - R/W = Right-of-Way
  - fd. = Found
  - p. = Plat
  - m. = Measured
  - d. = Dead
  - M.H.W. = Mean High Water
  - O.R. = Official Records
  - Sec. = Section
  - Twp. = Township
  - Rge. = Range
  - N.T.S. = Not to Scale
  - CL. = Centerline
  - Elev. = Elevation
  - B.M. = Bench Mark
  - P.C. = Point of Curvature
  - P.T. = Point of Tangency
  - P.O.C. = Point of Commence
  - P.O.B. = Point of Beginning
  - P.B. = Plat Book
  - pg. = page
  - Elec. = Electric
  - Tel. = Telephone
  - Ench. = Encroachment
  - O.L. = On Line
  - C.L.F. = Chain Link Fence
  - B.P.Z. = Backflow Prevention Valve
  - o/h = Overhead
  - u/g = Underground
  - F.F.L. = Finish Floor Elevation
  - L.B. = Low Beam
  - Rad. = Radial
  - Irr. = Irregular
  - conc. = concrete
  - I.P. = Iron Pipe
  - I.B. = Iron Bar
  - Baseline
  - C.B. = Concrete Block
  - C.B.S. = Concrete Block Stucco
  - cov'd. = Covered
  - P.I. = Point of Intersection
  - wd. = Wood
  - R = Radius
  - A = Arc (Length)
  - D = Delta, (Central angle)
  - w.m. = Water Meter
  - Bal. = Balcony
  - Pl. = Planter
  - Hydt. = Fire Hydrant
  - F.W. = Fire Well
  - A/C = Air Conditioner
  - P.V.C. = Polyvinyl Pipe
  - R.C.P. = Reinforced Concrete pipe
  - Inv. = Invert
  - ⊕ = Fire Hydrant
  - \* = Light
  - ⊙ = sign
  - ⊕ = water spigot
  - M.H. = Man Hole
  - San. = Sanitary
  - ☒ = Concrete Utility Pole
  - = Wood utility Pole
  - ⊖ = Wood Utility Pole with Guy wire
  - ⊕ F.W. = Fire Well
  - ⊕ M.W. = Monitoring Well
  - = Water Meter
  - ⊕ = Water Valve
  - E. = Electric Manhole
  - ⊕ E. = Electric Utility Vault
  - ⊕ = Concrete Utility Pole. with light
  - ⊕ = Wood utility Pole. with light
  - ⊕ C.B. = Storm Water Catch Basin

**CERTIFICATION:**  
 I HEREBY CERTIFY that the attached BOUNDARY & TOPOGRAPHICAL SURVEY is true and correct to the best of my knowledge and belief; that it meets the minimum technical standards adopted by the Florida Board of Land Surveyors, Chapter 61G17-6, Florida Statute Section 472.027, and the American land Title Association, and that there are no visible encroachments unless shown hereon.

FREDERICK H. HILDEBRANDT  
 Professional Land Surveyor & Mapper No. 2749  
 Professional Engineer No. 36810  
 State of Florida

NOT VALID UNLESS EMBOSSED WITH RAISED SEAL & SIGNATURE

|  |             |                        |                   |
|--|-------------|------------------------|-------------------|
| City of Key West, Nelson English Park<br>Catherine Street, Key West, Fl. 33040 |             |                        |                   |
| BOUNDARY & TOPOGRAPHICAL SURVEY  |             | Dwn No.: 11-211        |                   |
| Scale: 1"=20'  | Ref. 203-56 | Flood panel No. 1516 K | Dwn. By: F.H.H.   |
| Date: 6/17/11  |             | Flood Zone: AE         | Flood Elev. 7'-8" |
| REVISIONS AND/OR ADDITIONS   |             |                        |                   |
|  |             |                        |                   |
| f:/datafred/awg/cityofkeywest/nelsonenglish                                    |             |                        |                   |

**ISLAND SURVEYING INC.**  
 ENGINEERS PLANNERS SURVEYORS  
 3152 Northside Drive  
 Suite 201  
 Key West, Fl. 33040  
 (305) 293-0466  
 Fax: (305) 293-0237  
 fride1@islandsurveying.net  
 L.B. No. 7700

**Section F**  
**Ownership & Legal Structure**



# City of Key West Planning Department

## Verification Form (Where Authorized Representative is an Entity)

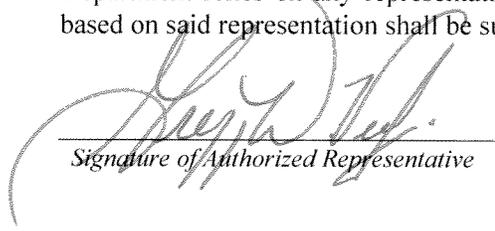
I, GREGORY W. VELIZ, in my capacity as DIRECTOR OF COMMUNITY SERVICES  
*(print name)* *(print position; president, managing member)*  
of CITY OF KEY WEST  
*(print name of entity serving as Authorized Representative)*

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:

NELSON ENGLISH & WILLIE WARD PARK  
ADJ TO 300 CATHERINE STREET  
KEY WEST, FL 33040

*Street Address of subject property*

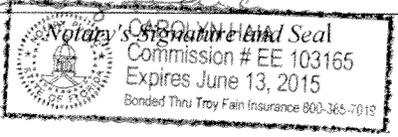
All of the answers to the above questions, drawings, plans and any other attached data which make up the  
application, are true and correct to the best of my knowledge and belief. In the event the City or the Planning  
Department relies on any representation herein which proves to be untrue or incorrect,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

  
*Signature of Authorized Representative*

Subscribed and sworn to (or affirmed) before me on this 9/27/11 by  
*date*

Gregory W Veliz  
*Name of Authorized Representative*

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

Carolyn Ham  


*Name of Acknowledger typed, printed or stamped*



RECEIVED  
September 30, 2011  
KW Planning Dpt

# 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, JIM SCHOLL as  
*Please Print Name of person with authority to execute documents on behalf of entity*

CITY MANAGER of CITY OF KEY WEST  
*Name of office (President, Managing Member) Name of owner from deed*

authorize GREGORY W. VELIZ  
*Please Print Name of Representative*

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

J. Scholl  
*Signature of person with authority to execute documents on behalf on entity owner*

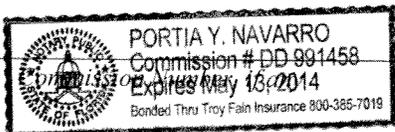
Subscribed and sworn to (or affirmed) before me on this Sept. 30<sup>th</sup> 2011 by

Jim Scholl  
*Name of Authorized Representative*

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

Portia Y. Navarro  
*Notary's Signature and Seal*

PORTIA Y. NAVARRO  
*Name of Acknowledger typed, printed or stamped*



**Section H**  
**Project Budget**



**ATTACHMENT H**

**ATTACHMENT H – PROJECT BUDGET**

The project as outlined will be a three phase project, with the first phase having received funding in the 2010 Allocation cycle. The following is the anticipated project budget based on research and estimates:

**Design and Construction Documents ( Approved 2010 TIF Allocation )**

|  |           |
|--|-----------|
| Master Plan / Surveys                            |           |
| Community Hearing / Meetings                     |           |
| Design / Working Documents for Phases I, II, III |           |
| Specifications / Engineering (including solar)   | \$ 50,000 |

**Phase I Construction ( Approved 2010 TIF Allocation )**

|  |           |
|--|-----------|
| MLK Community Center and Pool Improvements   | \$350,000 |
| Safety and Security Lighting                 | \$102,706 |
| Landscaping and Path Lighting Infrastructure | \$ 40,000 |
| Playground Equipment and Surfacing           | \$110,000 |
| Construction Management                      | \$ 15,000 |

|               |                                  |                  |
|---------------|----------------------------------|------------------|
| <b>Year 1</b> | <b>Approved Budget \$170,000</b> | <b>\$667,706</b> |
|---------------|----------------------------------|------------------|

**Phase II Construction**

|  |           |
|--|-----------|
| Parking Area Surfacing / Striping            | \$ 30,000 |
| Pedestrian Fixture Lighting                  | \$ 25,000 |
| Barricades and Signage                       | \$ 12,000 |
| Landscaping                                  | \$ 25,000 |
| Two ADA Restrooms (new addition to MLKCC)    | \$100,000 |
| Flood Control Walls / Grading at MLKCC       | \$ 70,000 |
| 'Story Time' Fabric Shelter and Hard Shelter | \$ 60,000 |
| Landscape Irrigation                         | \$ 12,000 |
| Construction Management                      | \$ 15,000 |

|               |                  |
|---------------|------------------|
| <b>Year 2</b> | <b>\$349,000</b> |
|---------------|------------------|

**Phase III Construction**

|                                    |           |
|------------------------------------|-----------|
| Completion Landscape / Screening   | \$ 35,000 |
| Fencing / Walkways                 | \$ 40,000 |
| Additional Park Seating / Fixtures | \$ 15,000 |
| Landscape Irrigation               | \$ 10,000 |
| Construction Management            | \$ 15,000 |

|               |                  |
|---------------|------------------|
| <b>Year 3</b> | <b>\$115,000</b> |
|---------------|------------------|



**RECEIVED**  
September 30, 2011  
KW Planning Dpt

**ATTACHMENT H**

**Summary of Project Costs**

|  |                    |
|--|--------------------|
| Design / Construction Documents and Phase I Construction | \$ 667,706         |
| Phase II Construction                                    | \$ 349,000         |
| <u>Phase III Construction</u>                            | <u>\$ 115,000</u>  |
| <b>Total Project Cost</b>                                | <b>\$1,131,706</b> |

**Previous Grants**

|                     |             |
|---------------------|-------------|
| 2010 TIF Allocation | \$ -170,000 |
|---------------------|-------------|

**Matching Funds**

|   |                    |
|---|--------------------|
| 2011 City Contribution ( MLK Community Center and Pool )  | \$ -350,000        |
| <u>2011 Energy Grant ( Safety and Security Lighting )</u> | <u>\$ -102,706</u> |
| <b>Total Project Costs Remaining</b>                      | <b>\$ 509,000</b>  |

|   |                   |
|---|-------------------|
| 2012 TIF Allocation Request ( Phase II Construction )                   | \$ 349,000        |
| <i>Estimated 2013 TIF Allocation Request ( Phase III Construction )</i> | <i>\$ 160,000</i> |
| <b>Total TIF Request</b>  | <b>\$ 679,000</b> |

# **Section I**

## **Project Schedule**

## ATTACHMENT I

### ATTACHMENT I – PROJECT SCHEDULE

The project as outlined will be a three phase project, with the Design and Construction Document phase currently underway. The following is the anticipated schedule for the project, subject to the City Approval process and project funding.

|   |                                     |
|---|-------------------------------------|
| Design and Construction Documents ( Phases I, II and III) | Complete December 1, 2011           |
| Phase I Bidding and Contract Award                        | December 1, 2011 – February 1, 2012 |
| Phase I Construction                                      | February 1 – June 1, 2012           |
| Phase II Bidding and Contract Award                       | April 1 – June 1, 2012              |
| Phase II Construction                                     | June 1, 2012 – December 1, 2012     |
| 2013 TIF Allocation Application                           | July 1, 2012 – March 1, 2013        |
| Phase II Bidding and Contract Award                       | March 1 – May 1, 2013               |
| Phase III Construction                                    | May 1 – August 1, 2013              |

**Section J**  
**Green Features**

## ATTACHMENT J

### ATTACHMENT J – GREEN FEATURES

To align with the City's commitment to energy conservation, the Park Enhancement project for Nelson English / Willie Ward Parks will incorporate green features to help reduce operating and maintenance costs as well as set an example for sustainable park design within the City.

The vegetation and landscaping will be primarily native species, which, once established, require a minimal amount of irrigation. Additionally, solar lighting will be integrated into the Park to provide lighting at key areas that harness solar energy rather than pulling for the electrical grid. Site fixtures and play equipment will be made of recycled content and will be recyclable at the end of their life cycle.