THE CITY OF KEY WEST
Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

November 26, 2013

VIA ELECTRONIC MAIL

Mr. Mark Moss
Habitat for Humanity of Key West and Lower Keys, Inc.
30320 Overseas Highway
Big Pine Key, Fl 33043

RE: Application for Tax Increment Appropriation
Habitat for Humanity Neighborhood Revitalization Initiative
Request for Additional Information and Clarification

Dear Mr. Moss:

The City is in receipt of your timely submitted application for the Habitat for Humanity Neighborhood Revitalization Initiative. Staff has conducted a preliminary review of the application and has identified additional information needed:

- Please provide written rationale as to why the initial application has not been fully expended and why most of the second (2012) CRTF appropriation has not been spent.

- Please provide a timeline for the expenditure of the above

Please provide your comments to the Planning Department by December 4, 2013.

Your project presentation will be scheduled before the Bahama Village Redevelopment Advisory Committee at their regularly scheduled meeting on Thursday, December 5, 2013, starting at 5:30 p.m. Please be prepared to describe the key aspects of your project in 10 minutes or less and to answer questions that may be posed by the board. In addition, staff or board members may have additional information or clarification requests during the review period. The Bahama Redevelopment Advisory Committee is expected to meet on January 2, 2014, to recommend funding allocations.

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

Sincerely,

Nicole Malo on behalf of Don Craig

Donald Leland Craig, AICP
Planning Director

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

December 3, 2013

Mr. Donald L. Craig, AICP
Planning Director
City of Key West
Post Office Box 1409
Key West, FL 33041-1409

Re: Application for Tax Increment Appropriation
Habitat for Humanity Neighborhood Revitalization Initiative
Request for Additional Information and Clarification

Dear Mr. Craig:

The Advisory Committee has highly rated our two prior applications. Habitat's initiative's objective of keeping senior home owners in their homes, allowing them to age in place, while using a volunteer model to leverage funds has been well received. Although this is our third application, there is less than 24 months actual operational experience due to the factors described below.

Habitat for Humanity would welcome a conversation with the Advisory Committee, Planning and City staff and neighborhood representatives about the efficacy of our initiative. The actual performance of our initiative and the relevant criteria for benchmarking it are worthwhile to define. The related challenges of selecting home owners, scoping the extent of repairs, limiting costs and balancing needs while then performing the repair work in a timely manner all are ripe topics for conversation.

In response to your request for additional information the following is provided:

- The spread sheet (page 5 of 6 attachments) in our application locates the 2012, 2013 and 2014 award amounts and represents our best thinking on the pending expenditures. We would promise that the entire award(s) would be expended before January 2015.
- Habitat's construction efforts, since June 2012, have been primarily focused on the renovation work at 716 Eisenhower Dr., the affordable rental complex damaged by fire. In that time frame 9 apartments have been renovated. This necessity over the past 18 months has limited our repair program to a part time effort.
- Our approach has been cautious and conservative, learning the lessons of each project. This delay does not mean there is less of a commitment to the repair program and its clients.
- Our operating assumption was each award had up to 24 months to be expended. The unspent balance from the first year is about 6.3% of the total award.

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- The 2012 appropriation was held over, actually awarded in June, not January. So, it has been six months since the awarded funds were available.
- The project at 828 Thomas St., where the TIF and CDBG funds are leveraging each other, has been delayed due to circumstances not in Habitat's control. The future promise of this model; where TIF and CDBG funds work together to repair blight to the benefit of residents, requires sufficient funds be held to complete the repair work Habitat has promised to do in order to leverage the $90,000 in CDBG funding for this home.
- Habitat views the repair work program as a catalyst for related activities that the CRA and other agencies identify as crucial; such as youth employment, training in trade skills, improved residential energy efficiencies (lower costs), weatherization and community involvement with improving the lives of residents. The partnerships and support for these collateral efforts are evolving.

Please let me know if I can be of further help. Thank you for the opportunity to be of service.

Sincerely,

Mark Moss
Executive Director

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