



# City of Key West, FL

Old City Hall  
510 Greene Street  
Key West FL 33040

## Action Minutes - Final

### Key West Bight Management District Board

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Wednesday, June 15, 2016

3:00 PM

Old City Hall

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**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 1-800-955-8771 or for voice 1-800-955-8770 or the ADA Coordinator at 305-809-3731 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

#### Call Meeting To Order

3:08 P.M.

#### Roll Call

**Absent** 2 - Mr. Hughes, and Chairman Knowles

**Present** 5 - Mr. Ashby, Mr. Gardner Jr., Mr. Henson, Ms. Ovide, and Bowman

#### Pledge of Allegiance to the Flag

*It was moved by Board Member Ovide and seconded by Board Member Gardner to elect Board Member Ashby as Chairman for the meeting.  
There were no objections.*

#### Approval of Agenda

*The agenda was approved without change.*

#### Approval of Minutes

1 May 11, 2016 (Regular)

**Attachments:** [Minutes](#)

**A motion was made by Ms. Ovide, seconded by Bowman, that the Minutes be Approved. The motion passed by a unanimous vote.**

#### Presentations

**2** 907 Caroline Street (Piano Shop) Design Direction

**Attachments:** [Feasibility Report 907 Caroline](#)

Board Vice-Chair Steve Henson arrived at 3:25 during the presentation item. Direction was given to staff that this item come back to the Board at a future meeting with additional information regarding housing.  
Received and Filed

**Action Items**

**3** Approving the award for Invitation to Bid (ITB) #020-16 Key West Bight Shoreline Protection to Charley Toppino & Sons, Inc., and authorizing the City Manager to execute the contract in the amount of \$85,000.00.

**Sponsors:** City Manager Scholl

**Attachments:** [Executive Summary](#)  
[ITB #020-16 Bid Docs](#)  
[ITB #020-16 Plans](#)  
[Addendum #1 doc](#)  
[Bid Tab](#)  
[Toppino Proposal](#)  
[Toppino Price Confirmation](#)  
[Grader Mike Proposal](#)  
[Underwater Eng Proposal](#)  
[Shoreline Proposal](#)  
[DN Higgins Proposal](#)  
[Haack Proposal](#)  
[PAC Proposal](#)

A motion was made by Mr. Henson, seconded by Ms. Ovide, that the Item be Passed. The motion carried by the following vote:

**Absent:** 2 - Mr. Hughes, and Chairman Knowles

**Yes:** 5 - Mr. Ashby, Mr. Gardner Jr., Mr. Henson, Ms. Ovide, and Bowman

- 4 Approving Task Order 16-02 to William P. Horn, Architect in the amount of \$41,391.00 for Design / Bidding / Construction Services for the Historic Seaport Ice House Structural Repairs.

**Sponsors:** City Manager Scholl

**Attachments:** [Executive Summary](#)  
[Task Order](#)  
[Structural Assessment](#)  
[Res #14-307](#)

**A motion was made by Mr. Henson, seconded by Mr. Gardner, Jr., that the Item be Passed. The motion carried by the following vote:**

**Absent:** 2 - Mr. Hughes, and Chairman Knowles

**Yes:** 5 - Mr. Ashby, Mr. Gardner Jr., Mr. Henson, Ms. Ovide, and Bowman

- 5 Approving the request for a Lease Amendment to Good Day on a Happy Planet (Piano Shop) located at 907 Caroline Street to provide a one-time rent reimbursement and abatement.

**Sponsors:** City Manager Scholl

**Attachments:** [Executive Summary](#)  
[Rent Abatement Letter](#)  
[DR-15s](#)  
[Jan-July Statements](#)

**A motion was made by Mr. Gardner, Jr., seconded by Ms. Ovide, that the Item be Passed as presented and amended by Mr. Henson to extend the rent abatement through September 2016 and to renegotiate any additional months thereafter. The motion carried by the following vote:**

**Absent:** 2 - Mr. Hughes, and Chairman Knowles

**Yes:** 5 - Mr. Ashby, Mr. Gardner Jr., Mr. Henson, Ms. Ovide, and Bowman

- 6 Recommending to the CRA approval or disapproval of the Walker Parking Consultants Task Order for schematic design, preparation of design/build criteria documents and bidding period services in the amount of \$178,910.00 to support construction of a new Parking Garage at 609 Greene Street (Conch Republic Seafood Company Lot); Approving necessary budget transfers/amendments.

**Sponsors:** City Manager Scholl

**Attachments:** [Executive Summary](#)  
[Walker Proposal](#)  
[Parking Garage Status Presentation](#)  
[Resolution 14-325](#)

A motion was made by Mr. Henson, seconded by Mr. Bowman, that the Item be Denied; Not to move forward to the CRA denying the Task Order and recommending Staff reconfigure and redesign the existing parking lot. The motion carried by the following vote:

**Absent:** 2 - Mr. Hughes, and Chairman Knowles

**Yes:** 5 - Mr. Ashby, Mr. Gardner Jr., Mr. Henson, Ms. Ovide, and Bowman

- 7 Approving the 2016-2017 Proposed Key West Historic Seaport Budget.

**Sponsors:** City Manager Scholl

**Attachments:** [405 Budget 16-17](#)  
[Summary 16-17](#)  
[Full Budget Package](#)  
[2016-17 Proposed Revenues](#)  
[2016-17 Proposed Expenses](#)  
[2016-17 Capital Projects](#)  
[2015-16 Budgeted Revenue and Year to Date](#)  
[2015-16 Budgeted Expenses and Year to Date](#)  
[Key West Seaport Marketing 2017 Budget Estimate](#)

A motion was made by Ms. Ovide, seconded by Mr. Henson, that the Item to Approve the 2016-17 Proposed Budget for the Key West Bight be Postponed to July 13, 2016. The motion passed by a unanimous vote.

## Reports

8 Manager's Report

**Attachments:**    [May 2016 Monthly Report](#)  
                              [May 2016 Sales Comparison Report](#)  
                              [Port and Marine Project Status 6-2-16](#)  
                              [Ferry Terminal Passenger Counts](#)  
                              [Schooner Western Union Preservation Society Update](#)

Not Received

9 Accounts Receivable Report

**Attachments:**    [Tenant Balances June 10 2016](#)  
                              [KW Bight Marina Tenant Charges June 16](#)  
                              [KW Bight Rent Roll June 2016](#)

Not Received

10 Key West Bight Preservation Association Report

**Attachments:**    [KW Bight Preservation Association Minutes](#)

Not Received

11 Old Business

Received and Filed

**Public Comment**

**Board Comment**

**Adjournment**

4:55 P.M.