

MEMORANDUM



Date: December 6th, 2011
To: Jim Scholl, City Manager
Cc: Key West Bight Management District Board
From: Marilyn Wilbarger
Re: November 2011 Monthly Report for Key West Bight/City Marina

I. Updates for November 2011

Key West Bight Operations:

- Installed 50 underwater lights along the Harborwalk
- Installed all Garland lights at light poles, 25' Buoy Tree at Green St. Plaza, and decorations/lighting throughout the Bight for the Holidays.
- Ipe decking resurface approx. 65% complete (H1, H2, H3, E-dock, F-dock, Harborwalk, 50% of A-Dock)
- Water sealed all pressure treated railing
- Ordered new AC for Admin office
- Ordered new RPZ for Fuel/D dock domestic water
- Maintenance II position filled

Key West Bight Marina:

- The marina was full during the Power Boat Races. The Florida Power Boat Club is renting the whole marina next year for their poker run.
- Steve Anderson was promoted to the Dockmaster position.
- 8,933 passengers embarked and disembarked at the Ferry Terminal in November.
- 11 race boats have reserved dock space for January Race Week.
- Staff drafted a 1-year commercial marina agreement with the assistance of the Legal Department and it will be on the December Bight Board agenda.
- A 30 foot glass bottom boat was given dock space from the waiting list.

City Marina:

- 36 vessels in Key West Mooring field
- 37 marine grade electric pedestals installed along with all water connections on Wahoo and Kingfish pier
- Five fish mount back boards installed on Amberjack pier. The project consists of 15 fish mount aluminum back boards that will be the mount for 15 fish mounts sponsored by Grays taxidermy the fish mounts are species of fish caught locally, the fish mounts will enhance the charter boat area and provide the customer a first up close look at what species of fish are available in the area.

- ITB for Wahoo and Kingfish marine sanitation pump out received and opened, with two bidders responding, the low bidder for the project will be reviewed by city commission for approval.
- Receiving estimates for repair to wiring on King Fish and Wahoo pier, refasten and secure conductor wires under cat walks leading to floating piers.
- Dock Master Terri Otto moved from Key West Bight to Garrison Bight
- Front business sign rearranged and moved up higher for greater visibility
- Estimates taken for annual fire pump inspection and all dockside fire suppression gear.
- Additional survey conducted to Kingfish pilings to verify the existence of coral growth that may need to be relocated due to the fact that ten pilings on Kingfish pier will need to be removed to make way for Tarpon pier floating structure relocation. According to Hans Wilson no coral growth exists at this time.
- Tarpon pier design consultant Hans Wilson has been instructed to evaluate the cost of finger piers to the new Tarpon pier and the potential loss of empty slips to fit finger piers into The Tarpon pier project.

II. Priorities for the Upcoming Month

- ITB for structural repairs at 201 William St. advertised
- The fuel dock will be re-decked with IPE decking.
- 1-year dockage agreement for Key West Bight.
- Award water test ITB to Flowers Chemical.
- Add new historic vessel in Key West Bight Marina.
- ITB for Contract Landscaping Services for Key West Bight and City Marina at Garrison Bight advertised
- Charter boat renewal lease
- Live aboard lease at City Marina
- Install inline water meters at commercial marina slips at Key West Bight.
- Receive HARC approval and necessary permits to install new fuel sign on the fuel dock.

III. Capital Project Updates

Project	Status	Comments
Harborwalk Resurfacing	65% complete	Harborwalk now in progress
Schooner Wharf Rebuild	Drawing Phase	Geotechnical coring complete
Waterfront Market Structural Repairs	Drawings Received	ITB circulating
Common Area Enhancement	Waiting for complete drawings	
Piano Shop	Construction Drawings Received	ITB to be written
Discovery Rebuild	Building permit application	

KEY WEST BIGHT, CITY MARINA, FERRY TERMINAL MONTHLY SALES COMPARISON November 2011

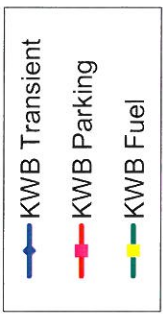
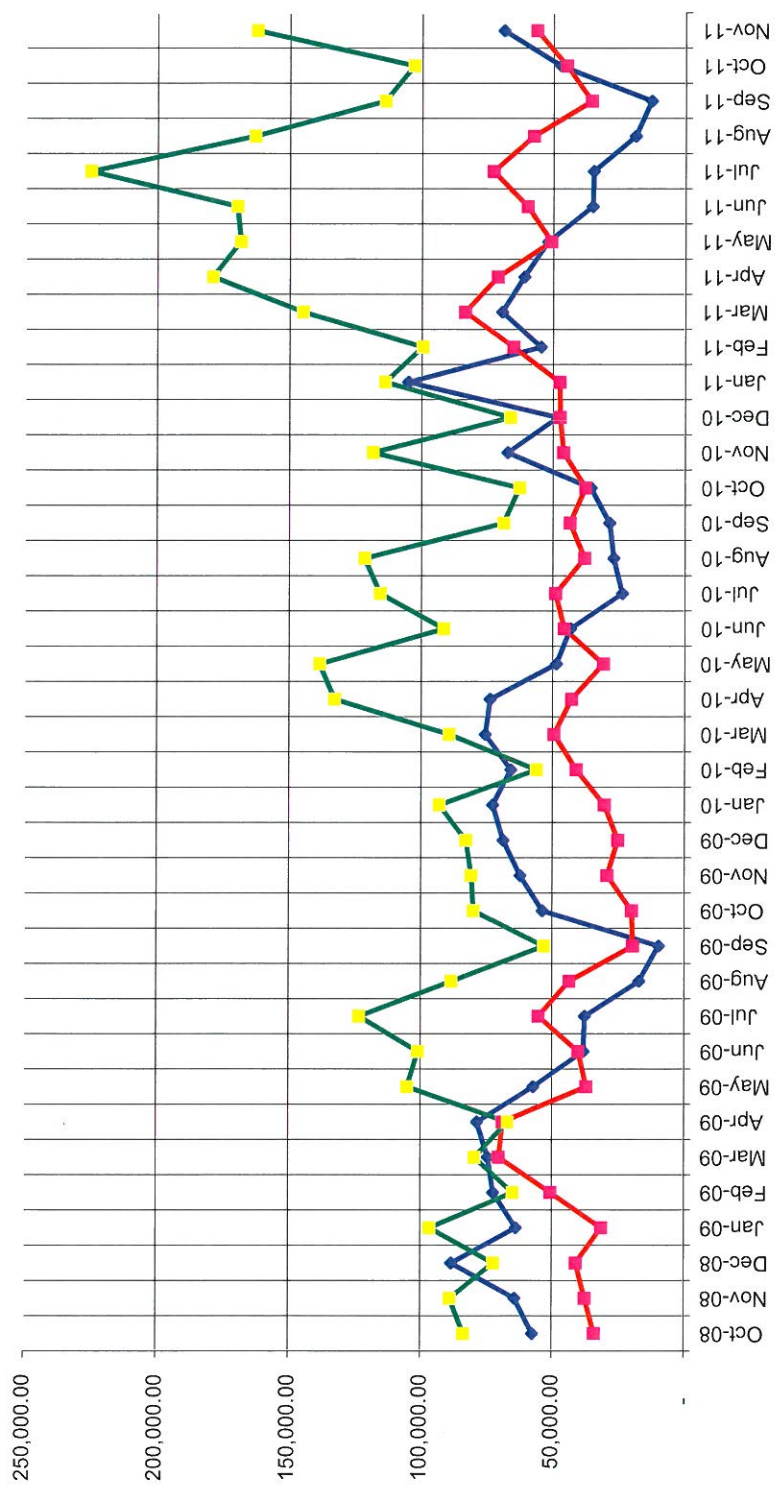
	November '10	November '11
Garrison Bight	\$ 129,631	\$ 122,417
KW Bight	\$ 501,546	\$ 567,820
Ferry Terminal	<u>\$ 22,362</u>	<u>\$ 27,363</u>
Grand Total	\$ 653,539	\$ 717,600

November Actual to November Budget: \$717,600/\$723,042 (1% Under)

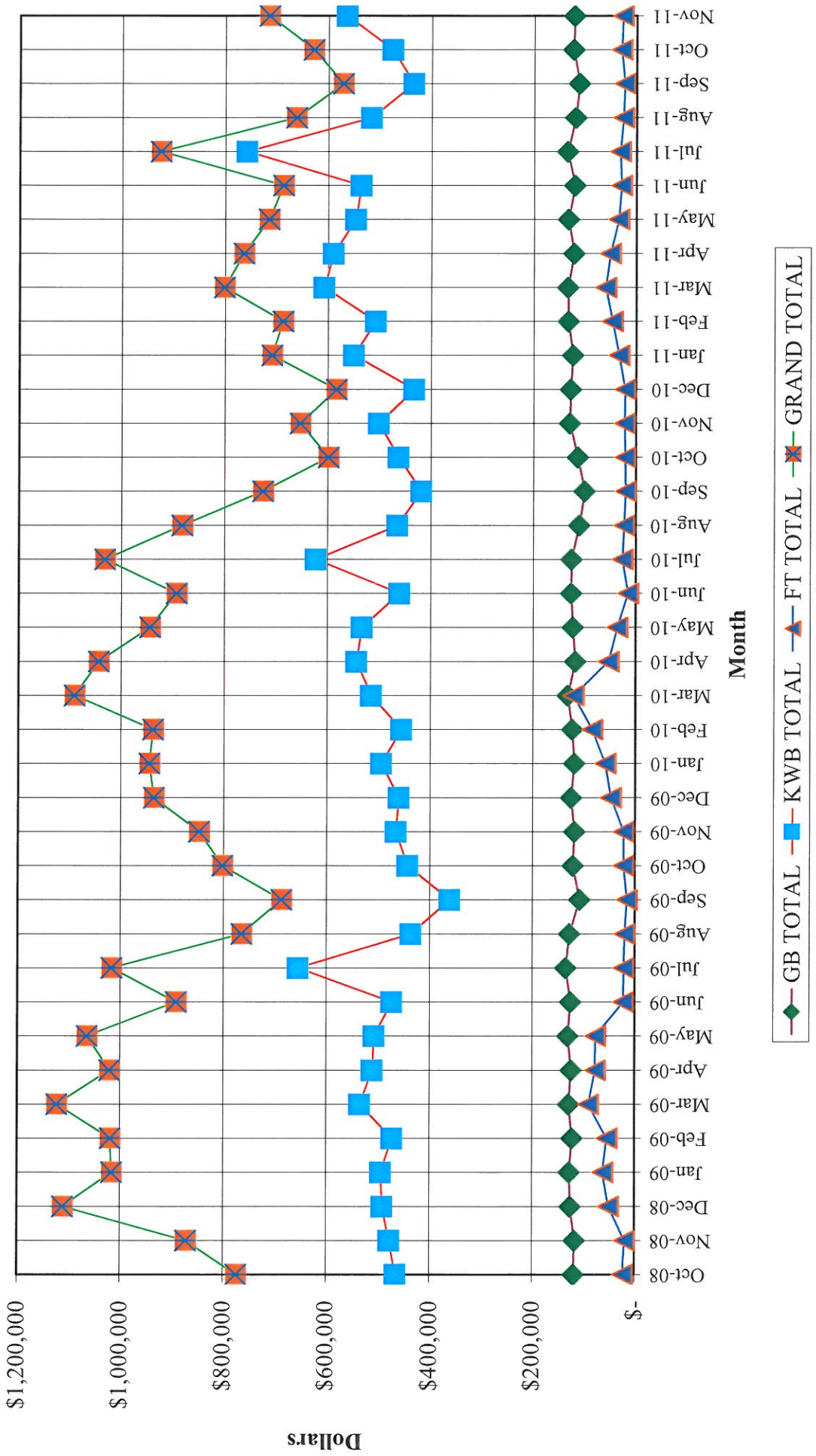
YTD Sales to Annual Budget: \$1,346,848/\$8,676,500 (15% Achieved)

Garrison Bight transient dockage revenues are down 30% this November compared to last November. Ramp is up 16%, parking is up 19% but mooring field revenues are down 12%.

Key West Bight transient dockage revenues are up 2%, dinghy is up 7% and parking is up 22%. The marina sold 2,675 more gallons of gasoline this November but 1,191 less gallons of diesel. The ferry terminal had 968 more passengers pass through it this November than last November.



Key West Bight, City Marina, Ferry Terminal Sales History



MONTHLY FUEL SALES COMPARISON (GALLONS)

	FY08		FY09		FY10		FY11		FY12	
	GAS	DIESEL	GAS	DIESEL	GAS	DIESEL	GAS	DIESEL	GAS	DIESEL
OCT	3,941	27,836	1,921	19,150	4,490	24,024	4,742	16,556	5,135	20,926
NOV	20,922	27,993	7,931	20,305	4,770	23,843	9,236	26,134	11,911	24,943
DEC	4,523	30,524	4,587	26,399	2,445	27,834	1,904	18,184		
JAN	8,368	27,649	7,603	41,534	4,077	30,445	6,665	28,525		
FEB	6,410	31,819	5,165	25,434	2,110	17,483	4,254	23,812		
MAR	7,447	37,799	6,160	33,370	3,670	25,965	7,109	31,360		
APR	9,473	43,007	8,977	38,287	5,676	36,491	8,357	35,591		
MAY	8,481	37,843	10,603	34,092	6,141	38,550	8,559	29,152		
JUN	7,662	37,725	7,147	31,617	5,543	22,975	12,936	25,991		
JUL	8,849	36,185	9,435	32,308	6,430	27,383	21,699	29,755		
AUG	6,986	23,841	5,586	26,755	11,948	24,931	13,764	25,154		
SEP	2,369	11,321	3,103	17,317	5,758	15,591	6,846	21,463		

KEY WEST BIGHT PARKING REVENUE

<u>LOCATION</u>	<u>REVENUE ACCT</u>	<u>OCT 2011</u>	<u>NOV 2011</u>
Caroline St.	34450-00	\$ 4,553.77	\$ 7,026.50
Greene St.	34450-01	\$ 3,599.94	\$ 3,594.23
Half Shell	34451-00	\$ 1,077.55	\$ 1,901.52
Monthly Billing		\$ 1,068.83	\$ 1,255.77
CALE Meters		\$ 34,743.26	\$ 42,632.75
TOTAL		\$ 45,043.35	\$ 56,410.77

Capital Project Balances

Common Area Enhancements

	Budget	Expenditures	Encumbrances	Balance
2011	333,000	48,230	0	284,770
2012	433,000	0	245,310	187,690
	<u>766,000</u>	<u>48,230</u>	<u>245,310</u>	<u>472,460</u>

Including FY 2013 Projected \$333,000 Total Project Remaining Balance \$805,460

Harborwalk Resurfacing

	Budget	Expenditures	Encumbrances	Balance
2011	249,500	249,500	0	0
2012	200,000	63,797	126,348	9,855
	<u>449,500</u>	<u>313,297</u>	<u>126,348</u>	<u>9,855</u>