



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Key West Bight Management District Board

Wednesday, July 10, 2024

4:00 PM

City Hall

Meeting will be held in upstairs conference room

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 305-809-3811 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.

FOR VISUAL PRESENTATIONS: For City Commission meetings the City Clerk's Office will need a copy of all presentations for the agenda at least 7 days before the meeting.

Call Meeting To Order - 4:04 P.M.

Roll Call

Absent 2 - Mr. Langley, and Mr. Lay

Present 5 - Mr. Ashby, Vice Chair Henson, Mr. Hughes, Ms. Ovide, and Chairman Knowles

Pledge of Allegiance to the Flag

Approval of Agenda - The agenda was unanimously approved as amended

Approval of Minutes

1 June 12, 2024

Attachments: [Minutes](#)

A motion was made by Mr. Hughes, seconded by Mr. Ashby, that the Minutes be Approved. The motion passed by unanimous vote.

Public Comments

Presentations

2 Key West Bight Preservation Association

Received and Filed

4:16 P.M. - Mr. Henson left the Meeting

4:18 P.M. - Mr. Henson returned to Meeting

Action Items

4 Request to approve and recommend CRA execution of the lease between the CRA and Cuban Coffee Queen, LLC at the Historic Seaport

Sponsors: Childress

Attachments: [Resolution](#)
[Cover Memo](#)
[Lease](#)
[Guaranty](#)
[19-278 Lease](#)
[Detail by Entity Name Sun Biz](#)

A motion was made by Mr. Hughes, seconded by Mr. Ashby, that the Action Items - Key West Bight be Passed. The motion carried by the following vote:

Absent: 2 - Mr. Langley, and Mr. Lay

Yes: 5 - Mr. Ashby, Vice Chair Henson, Mr. Hughes, Ms. Ovide, and Chairman Knowles

Enactment No: KWBB Resolution 24-18

5 Request for approval of lease renewal for Fury Management, Inc., Greene Street Booth, recommending approval and execution by the CRA

Attachments: [Resolution](#)
[Cover Memo](#)
[Lease](#)
[19-276 Lease Renewal](#)
[Guaranty](#)
[Sun Biz - Corporation Status](#)

Postponed to August 14, 2024

- 6 Approving the highest ranked respondent, Brandano Displays, Inc., for RFP #24-007 Holiday Lighting - Key West Historic Seaport and authorizing the City Manager to execute a five (5) year contract, subject to City Attorney review. Also authorizing the necessary budget transfer. The first-year award amount is in the negotiated amount of \$137,837.96 with adjustments for CPI starting the second year along with the Bight Boards ability to add and/or deduct from previous years display in accordance with the CRA's final approved budget or approved budget amendment.

Sponsors: Interim City Manager Stoughton

Attachments: [Resolution KWBB](#)
[Cover Memorandum](#)
[Bid Memo](#)
[Ranking Tabulation](#)
[Individual Ranking](#)
[Brandano Proposal](#)
[Brandano Negotiated Pricing](#)
[Brite Nites Proposal](#)
[Coastal Christmas Proposal](#)
[Universal Proposal](#)
[RFP #24-007](#)
[Addendum #1](#)
[Addendum #2](#)

A motion was made by Mr. Hughes, seconded by Vice Chair Henson, that the Action Items - Key West Bight be Passed. The motion carried by the following vote:

Absent: 2 - Mr. Langley, and Mr. Lay

Yes: 5 - Mr. Ashby, Vice Chair Henson, Mr. Hughes, Ms. Ovide, and Chairman Knowles

Enactment No: KWBB Resolution 24-19

Reports

7 Quarterly Schooner Western Union Report

Attachments: [2024-06 SWUPS KWBB Update](#)

Received and Filed

8 Adept Marketing Report

Attachments: [2024-06 Adept PR Bight Board Update](#)

Received and Filed

9 Director's Report

Attachments: [Port Marine Services Monthly Report - June 2024](#)

[Port and Marine Project Status 7-01-24](#)

[Summary DR15 update](#)

[KWB Rent & Gross Sales Comparison Report](#)

[KWB Rent Roll July 2024](#)

[Combined Monthly Report - June 2024](#)

[KWB Marina Tenant Charges July 2024](#)

Received and Filed

Presentations - Cont'd

10 Key West Bight Fiscal Year 2024-2025 Proposed Budget

Attachments: [FY25 Draft KW Bight City Manager Review](#)

Received and Filed

Board Member Comments

Adjournment - 5:36 P.M.