

MEMORANDUM



Date: November 4th, 2011
To: Jim Scholl, City Manager
Cc: Key West Bight Management District Board
From: Marilyn Wilbarger
Re: October 2011 Monthly Report for Key West Bight/City Marina

I. Updates for October 2011

Key West Bight Operations:

- 3 power pedestals replaced
- Pump-out at William St. plaza relocated to match E-dock pump on Harborwalk
- Ipe decking resurface approx. 40% complete (H1, H2, H3, E-dock, F-dock complete. Harborwalk in progress)
- New framing, posts, railings, deck, installed along Turtle Kraals
- Pole Light Bid approved by CRA, contract executed, ETA last week of December
- 1 Maintenance II position open

Key West Bight Marina:

- Fantasy Fest was an excellent event this October. The marina was full and transient revenues for the month of October were up 36% over last October.
- The marina received the Butler Act discount in the amount of \$7,861.
- 10,064 passengers embarked and disembarked at the Ferry Terminal in October.
- Approximately \$13,000 in reservations was booked through the Marinas.com website.
- The marina is booked full for the Offshore Power Boat Races.
- Staff drafted a 1-year commercial marina agreement with the assistance of the Legal Department.

City Marina:

- 29 vessels are in Key West Mooring Field
- Transient men's bathroom renovation complete, new ceiling installed in woman's bathroom, new toilet partitions are also being installed along with new paint and lighting fixtures.
- One new pleasure lease with Bob Henkle

- Security cameras were installed at dinghy dock bath house. The cameras will cut down on loitering, vandalism and theft.
- 97 all-thread structural rods received to repair old and worn rods on Kingfish and Wahoo Piers.
- Consumer Price index rent increase of 3.6% for live aboard and Pleasure lease tenants
- 50 Pleasure leases currently at City Marina
- Additional security cameras installed at marina Dock Masters office and city boat ramp
- Survey of Tarpon pier pilings completed by Hans Wilson & Associates, all underground utilities located by utilities companies in preparation for design of the new Tarpon Pier also tentative plans for first tenant meeting to take place 1st part of November to discuss tenant vessel relocation project
- West Fire pump repaired and back on line
- The Last remaining 9 freezer boxes are complete scheduled delivery date for October 21st 2011

II. Priorities for the Upcoming Month

- ITB for structural repairs at 201 William St. advertised
- Power Boat Races at Key West Bight.
- 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	40% complete	Harborwalk now in progress
Schooner Wharf Rebuild	Drawing Phase	Tenant meeting for feedback
Waterfront Market Structural Repairs	Drawings Received	ITB circulating
Common Area Enhancement	Lazy Way Hardscape and Planter Installation	
Piano Shop	Construction Drawings Received	ITB to be written
Discovery Rebuild	Building permit application	

Discovery Rebuild	Needs Planning Approval	Finishing LEED cert.
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KEY WEST BIGHT, CITY MARINA, FERRY TERMINAL MONTHLY SALES COMPARISON October 2011

	October '10	October '11
Garrison Bight	\$ 114,190	\$ 123,544
KW Bight	\$ 463,387	\$ 476,366
Ferry Terminal	<u>\$ 21,246</u>	<u>\$ 29,337</u>
 Grand Total	 \$ 598,823	 \$ 629,247

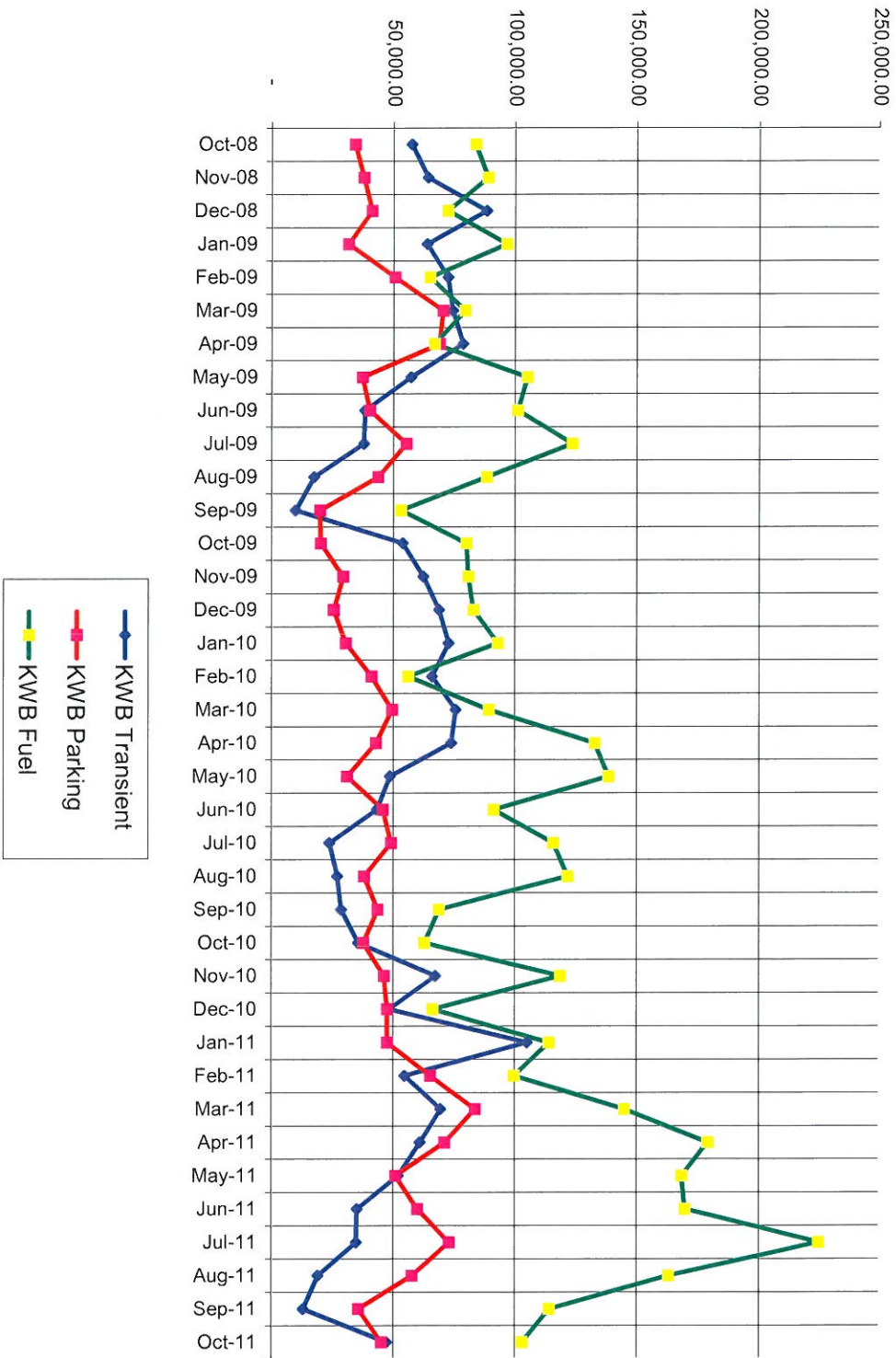
October Actual to October Budget: \$629,247/\$723,042 (13% Under)

YTD Sales to Annual Budget: \$629,247/\$8,676,500 (7% Achieved)

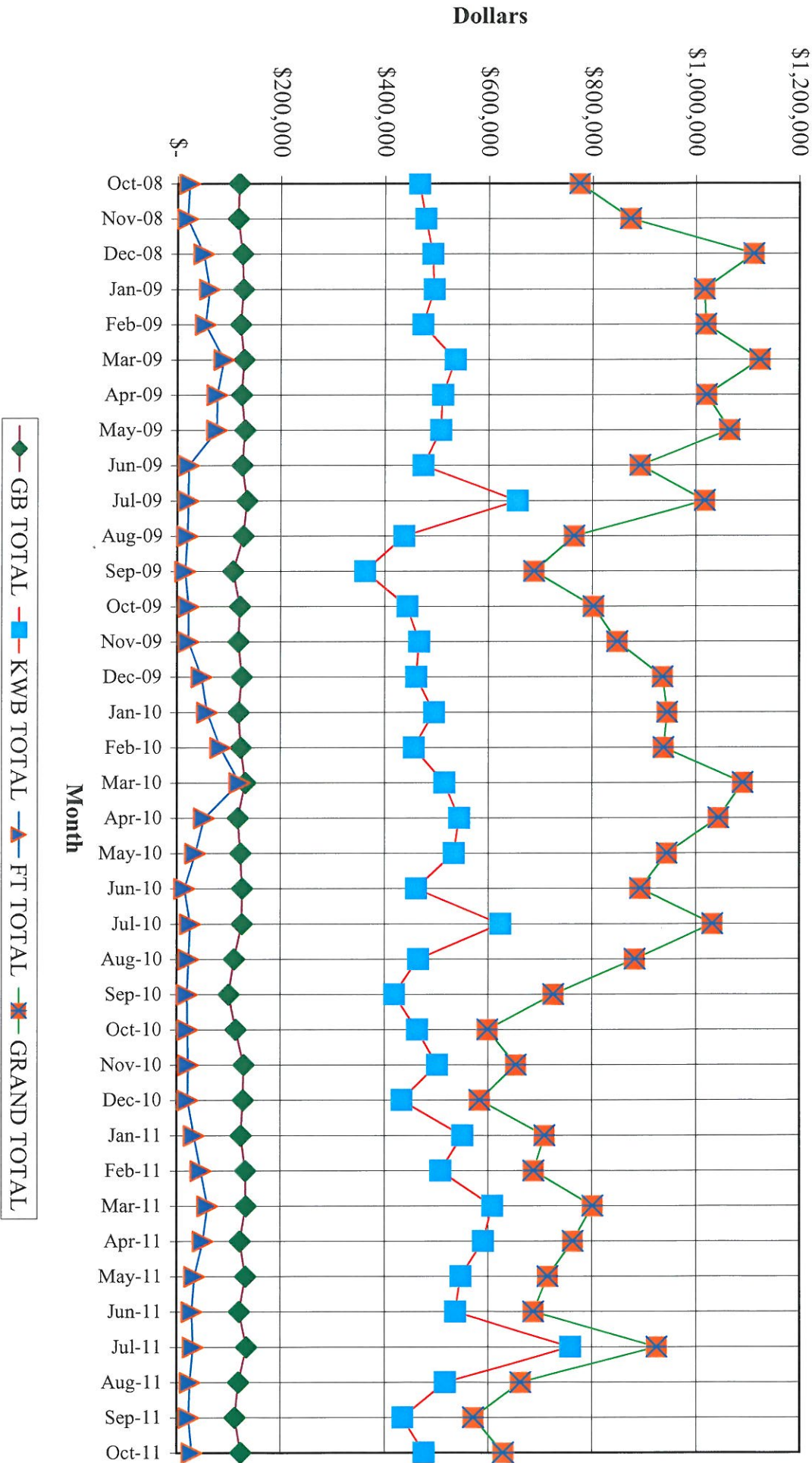
Garrison Bight transient dockage revenues were down 64% this October compared to last October. Ramp was down 9%, parking down 30%, pump-out down 2%, mooring field revenues were up 18%.

Key West Bight transient dockage revenues were up 33%, dinghy up 15%, ice and oil sales up 50%, fuel sales up 64% and parking revenues were up 20%.

10,064 passengers used the ferry terminal this October compared to 7,236 last October.



Key West Bight, City Marina, Ferry Terminal Sales History



KEY WEST BIGHT PARKING REVENUE

<u>LOCATION</u>	<u>REVENUE ACCT</u>	<u>OCT 2011</u>
Caroline St.	34450-00	\$ 4,553.77
Greene St.	34450-01	\$ 3,599.94
Half Shell	34451-00	\$ 1,077.55
Monthly Billing		\$ 1,068.83
CALE Meters		\$ 34,743.26
TOTAL		\$ 45,043.35