

RESOLUTION NO. 11-241

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AUTHORIZING AN APPLICATION FOR A GRANT IN THE AMOUNT OF \$500,000.00 TO THE FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION FOR THE BOATING INFRASTRUCTURE GRANT PROGRAM FOR THE CITY MARINA AT GARRISON BIGHT; APPROVING IN CONCEPT A 20-YEAR AGREEMENT FOR THE MAINTENANCE AND OPERATION OF FACILITIES BUILT WITH GRANT FUNDING; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Florida Fish and Wildlife Conservation Commission will be making available funding for a Boating Infrastructure Grant Program that could be used for improvements at the City Marina at Garrison Bight.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1: That the City Manager is hereby authorized to execute and submit the attached Grant Application on behalf of the City of Key West.

Section 2: That a 20-year agreement for the maintenance and operation of the facilities to be built with grant funding is approved in concept.

Section 3: In the event the grant is awarded to the City, the final grant contract will be brought before the City Commission for approval.


Section 4: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the presiding officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this 6th day of September, 2011.

Authenticated by the presiding officer and Clerk of the Commission on September 7, 2011.

Filed with the Clerk September 7, 2011.

WIT:  
ATTEST:

  
\_\_\_\_\_  
CHERYL SMITH, CITY CLERK

  
\_\_\_\_\_  
CRAIG CATES, MAYOR

# EXECUTIVE SUMMARY



**TO:** Jim Scholl, City Manager  
**FROM:** Marilyn Wilbarger, Senior Property Manager  
**DATE:** August 25, 2011  
**SUBJECT:** Florida Fish and Wild Life Conservation Commission  
Boating Infrastructure Grant Program for City Marina  
at Garrison Bight

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## Action statement:

This resolution will authorize the City Manager to apply for and administer the grant submitted to the Florida Fish and Wildlife Conservation Commission under the Boating Infrastructure Grant program on behalf of the City Marina at Garrison Bight for the purposes of constructing a new transient boater facility.

This resolution will also state that the City Commission is willing to enter into a 20-year agreement for the maintenance and operation of the facility. In the event that the grant is awarded it will come before the City Commission for final approval.

## Background:

City Marina at Garrison Bight requires infrastructure improvements to transient facilities which are eligible under the Boating Infrastructure Grant program. These improvements include new restroom facilities and electrical wiring to the transient docks.

## Scope of Services:

The transient bath house which includes toilet facilities and showers has exceeded its life expectancy. Although renovated, the facility is substandard and detracts from our transient guests stay at the marina. The current bath house facility will be demolished and removed from the property. A brand new bath house facility including laundry amenities will be constructed for transient use.

Kingfish and Wahoo are the two floating docks at the marina that are available for transient boaters. The electric lines that feed the docks are original and have exceeded their life expectancy. The condition of the wiring has led to power outages to the docks and individual slips prompting emergency repairs and relocation of transient visitors.

Continued use of the existing wiring may create life safety issues as there appears to be stray current entering the water surrounding the docks coming from the existing wiring.

The new building will be designed LEED certified. The construction will use the most sustainable building practices available to comply with LEED, including; building with reusable materials, energy saving roofing and insulation, the highest efficiency rated HVAC available, water saving appliances and flushometers, and use of LED lighting. The items used will not only be chosen for efficiency but with lower maintenance costs in mind.

The expected results and benefits of the proposed project will provide transient visitor's to the City Marina a safe and comfortable visit during their stay in Key West. With the proposed improvements it is projected that the number of visitors will increase by 30%, getting back to 2007 occupancy levels, and will increase by 25% each year thereafter.

The grant funding will also allow the City Marina to maintain its affordable rates encouraging more transient boater visitor's to the City of Key West.

The project timeline:

60 Days: Design and Engineering

40 Days: Bidding

30 Days: Commission Approval

30 Days: Mobilization

14 Days: Demolition

150 Days: Construction (60 day construction for electrical wiring of transient docks)

#### **Financial:**

The estimated cost of proposed improvements is \$900,000. The grant request submitted is for \$500,000 and City Marina is matching \$400,000 or 40% of the grant. This is a reimbursable grant, so the City will pay for improvements upfront and be reimbursed by FWCC. City Marina has reserved funding for this project.

#### **Recommendation:**

Approve the resolution authorizing the City Manager to submit an application and if approved execute an agreement with the Fish and Wildlife Conservation Commission for infrastructure improvements of transient boater facilities at City Marina at Garrison Bight.



Florida Fish and Wildlife  
Conservation Commission  
MyFWC.com

# Boating Infrastructure Grant Program Grant Application

Fill in all sections that apply - leave all other sections blank

<b>I - APPLICANT INFORMATION</b>		
Applicant: <b>City of Key West City Marina at Garrison Bight</b>		
Federal Employer Id No.: <b>59-6000346</b>		
Project Manager Name: <b>David Hawthorne</b>	Project Manager Title: <b>City Marina Supervisor</b>	
Mailing Address: <b>1801 N. Roosevelt Blvd.</b>	City: <b>Key West</b>	Zip Code: <b>33040</b>
Shipping Address: <b>1801 N. Roosevelt Blvd.</b>	City: <b>Key West</b>	Zip Code: <b>33040</b>
Telephone: <b>305-809-3982</b>	Fax: <b>305-293-8477</b>	Email: <b>dhawthorne@keywestcity.com</b>

<b>PARTNERSHIPS</b>
List partners involved in the project (Do not include the Fish and Wildlife Conservation Commission or USFWS):
1.
2.
3.
4.
5.

<b>PROJECT SUMMARY</b>	
Type of Application: <input checked="" type="radio"/> New (never before considered) <input type="radio"/> Reconsideration <input type="radio"/> Phased Continuation - Phase No.: _____	
Grant Amount Requested: \$ <u>500,000</u>	Total Project Cost: \$ <u>900,000</u>
Provide a brief summary of the project:	
<p>City Marina at Garrison Bight is owned and operated by the City of Key West Florida. The marina has the capacity of up to 50 transient slips. The facility was built in the 1950s and the City has been renovating the marina's infrastructure for the past several years. Two major projects which still require modernization are the original transient bath house, and the electric lines running out to the transient docks that supply electricity to transient visitor's boats.</p> <p>The bath house has had several renovations over the years but the building has exceeded its life expectancy and needs to be replaced. The main power lines running out the transient docks also have outlived their life expectancy resulting in frequent power outages and stray current in the waters surrounding the docks. For the past several years the number of transient visitors to the marina has declined due in part to the marina's deteriorating infrastructure. City Marina has the most affordable transient dockage rates in the City of Key West. Grant funding is being requested to help make these major infrastructure improvements and still maintain the low transient dockage rate our customers enjoy. Additionally these improvements will vastly improve our customers experience while staying at the marina and will lead to additional transient boaters visiting the marina once word of improvements is spread throughout the boating world.</p>	

PROJECT LOCATION			
Latitude (Degrees and decimal minutes, N ##° ##.###)		Longitude (Degrees and decimal minutes, W ##° ##.###)	
N: 24 ° 33.606 N		W: - 81 ° 47.054 W	
Township: 67 South	Range: 25 East	Section: 34	
Facility Name: City Marina at Garrison Bight			
County: Monroe		Water body: Gulf of Mexico	
Facility Street Address or Location: 1801 N. Roosevelt Blvd.			
Legislative Districts Numbers: U.S. House: 25 U.S. Senate: FL State Senate: 39 State House: 120			

GENERAL FACILITY INFORMATION	
Upland Ownership: <input checked="" type="checkbox"/> Public - Fee Simple <input type="checkbox"/> Public - Lease	Years Remaining on Lease: _____
Name of Owner: City of Key West	
Open to General Public? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Tie-up/Overnight Moorage Fee: \$ 48.20
Name of nearest adjacent transient boating facilities, public and private:	
Name:	Distance:
1. Pelican Landings	60 yds from wet slips
2. Garrison Bight Marina	70 yds from wet slips
3. Key West Yacht Club	300 yds from wet slips
4.	
5.	
Name of recreational, historical, cultural, and natural attractions near facility	
Name:	Distance:
1. Fort Zachary Taylor	2.5 miles
2. Bahama Village	2 miles
3. East Martello tower	.2 miles
4. Ship Wreck Museum	2.5 miles
5. Mallory square sunset pier	2.5 miles

FACILITY COMPONENTS AND USE -- EXISTING CONDITIONS	
Type of Dock: Floating	
Condition:	<input type="radio"/> Good <input checked="" type="radio"/> Average <input type="radio"/> Poor
Length of Tie-up Dock or Moorage: 788 Ft.	No. of Slips: 96
Type:	<input checked="" type="checkbox"/> Slip <input type="checkbox"/> Broadside
Condition:	<input type="radio"/> Good <input checked="" type="radio"/> Average <input type="radio"/> Poor
Facility Attributes:	Pumpout or Dump Station: <input type="radio"/> Yes <input checked="" type="radio"/> No Restroom: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**PROJECT DESCRIPTION**

Primary Need for Project:

restroom & dockside utilities

Safety

Age-end of Useful Life

High User Demanded

Lack of In-house Capability

Recommended by FWC Staff

Need Statement:

Due to the substandard condition of the transient boater bath house and electric wiring deficiencies connecting to transient docks, the number of transient visitor's to the City Marina at Garrison Bight have decreased by approximately 30% over the past four years.

The transient bath house which includes toilet facilities and showers has exceeded its life expectancy. Although renovated, the facility is substandard and detracts from transient guests stay at the marina

Kingfish and Wahoo are the two floating docks at the marina that are available for transient boaters. The electric lines that feed the docks are original and have exceeded their life expectancy. The condition of the wiring has led to power outages to the docks and individual slips prompting emergency repairs and relocation of transient visitors. Continued use of the existing wiring may create life safety issues as there appears to be stray current entering the water surrounding the docks coming from the existing wiring.

What is the objective of the project:

Increase the number of transient boater visitor's by 30% the first year after grant funded infrastructure improvements have been made. It is projected that the number of transient visitor's will increase by 25% each year thereafter.

Approach: describe the methods and techniques the project will use to address the need:

The bath house facility will be demolished and removed from the property. The new facility including laundry amenities will be constructed for transient use. All main electric lines and switch gear supplying the transient docks will be removed and replaced. The new building will be designed LEED certified. The construction will use the most sustainable building practices available to comply with LEED, including; building with reusable materials, energy saving roofing and insulation, the highest efficiency rated HVAC available, water saving appliances and flushometers, and use of LED lighting. The items used will not only be chosen for efficiency but with lower maintenance costs in mind.

**PROJECT DESCRIPTION**

*Results and Benefits: describe the expected results and benefits of the project:*

The expected results and benefits of the proposed project will provide transient visitor's to the City Marina a safe and comfortable visit during their stay in Key West. With the proposed improvements it is projected that the number of visitors will increase by 30%, getting back to 2007 occupancy levels, and will increase by 25% each year thereafter.

The grant funding will also allow the City Marina to maintain its affordable rates encouraging more transient boater visitor's to the City of Key West.

*Describe the economic impact the project will have on the community:*

Tourism related to water sports activities is the primary economic engine for the City of Key West. By providing safe, clean, modern facilities to accommodate affordable transient boater visits, the City Marina will encourage repeat visits as well as draw more transient boaters to the area.

During their stay in Key West, transient boaters enjoy all the ambiance of the area from enjoying area restaurants, visiting historic sites, and shopping in the many specialty shops.

By improving the amenities and making their stay more enjoyable it is projected that transient boater visits will increase exponentially over time.

Will the project significantly or adversely affect the environment?

Yes

No

If Yes, please explain key issues and describe any mitigation actions proposed:



**PROJECT ENGINEERING AND CONSTRUCTION**

Who is or will be completing project design/engineering?

Applicant's Staff  
 Consulting Engineers  
 Other: \_\_\_\_\_  
 N/A (Materials/Equipment Purchase)

Level of completion at time of application:

None  
 Conceptual (Master Plan)  
 Preliminary  
 Final (Ready to Bid)  
 Bid Out

Has a preliminary or final engineer's cost estimate been developed for this project at time of application?  
 Yes  No If yes, please attach a copy of detailed engineer's cost estimate to application.

**PROJECT ENGINEERING AND CONSTRUCTION**

See Procedure Guide for definitions. Check all that apply

COMPONENT	REPLACEMENT	EXPANSION	NEW	ENGINEERING/PLANNING
Recreational Channel Marking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pumpout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dump Station	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Portable pumpout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transient tie-up	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overnight moorage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Restroom	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paved parking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-paved parking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Curbs, signs, marking and lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage hookup	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lift pump	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Debris deflection boom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Piles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dredging	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pumpout dock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**PROPERTY VALUE**

Size - Acreage: 8 site (3 for City Marina) Assessed Value: \$ 8,867,095.00

Appraisal Completed:  Yes  No Current Zoning: commercial

<b>PROJECT COST</b>			
<b>Budget Information - Construction Projects</b>			
<b>Cost Classification</b>	<b>a. Total Cost</b>	<b>b. Costs Not Allowable for Participation</b>	<b>c. Total Allowable Costs (Column a-b)</b>
1. Administrative & legal expenses	\$50,000	\$	\$
2. Land, structures, rights-of-way appraisals, etc.	\$25,000	\$	\$
3. Relocation expenses & payments	\$20,000	\$	\$
4. Architectural & engineering fees	\$70,000	\$	\$
5. Other architectural & engineering fees	\$	\$	\$
6. Project inspection fees	\$50,000	\$	\$
7. Site work	\$85,000	\$	\$
8. Demolition & removal	\$35,000	\$	\$
9. Construction	\$485,000	\$	\$
10. Equipment	\$35,000	\$	\$
11. Miscellaneous	\$35,000	\$	\$
12. <b>SUBTOTAL (Sum of 1-11)</b>	<b>\$670,000</b>	\$	\$
13. Contingencies	\$30,000	\$	\$
14. <b>SUBTOTAL</b>	<b>\$700,000</b>	\$	\$
15. Project (program) income	\$	\$	\$
16. <b>TOTAL PROJECT COSTS (Subtract 15 from 14)</b>	<b>\$900,000</b>	\$	\$
<b>FEDERAL FUNDING</b>			
17. Federal assistance requested, calculate as follows: (Contact Federal agency for Federal percentage share.) Enter remaining Federal share Enter eligible costs from line 16c multiply X ____ %	\$	\$	\$

<b>PROJECT COST</b>			
<b>SOFT (NON CASH) FUNDS</b>			
<b>Cost Item</b>	<b>Applicant</b>	<b>Other**</b>	<b>TOTAL</b>
Administration	\$	\$	\$
In-Kind Engineering	\$	\$	\$
In-Kind Labor	\$	\$	\$
In-Kind Materials	\$	\$	\$
In-Kind Equipment	\$	\$	\$
In-Kind Inspection	\$	\$	\$
Other:	\$	\$	\$
<b>TOTAL SOFT FUNDS:</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

HARD (CASH) FUNDS				
Cost Item	Applicant	Other**	BIG P Grant	TOTAL
Property Acquisition	\$	\$	\$	\$
Consultant Master Plan	\$	\$	\$	\$
Consultant Engineering	\$	\$	\$	\$
Consultant Inspection	\$	\$	\$	\$
Construction	\$	\$	\$	\$
Other:	\$	\$	\$	\$
<b>TOTAL HARD FUNDS:</b>	\$	\$	\$	\$
<b>GRAND TOTAL</b>	\$	\$	\$	\$

**\*\*Source of Other Funds:**

Federal
  State/Local
  Loan

Agency Name:

Grant Name (if applicable):

Approval Status:  Approved  Pending  Intend to Apply, Date: \_\_\_\_\_

**\*\*Source of Other Funds:**

Federal
  State/Local
  Loan

Agency Name:

Grant Name (if applicable):

Approval Status:  Approved  Pending  Intend to Apply, Date: \_\_\_\_\_

**\*\*Source of Other Funds:**

Federal
  State/Local
  Loan

Agency Name:

Grant Name (if applicable):

Approval Status:  Approved  Pending  Intend to Apply, Date: \_\_\_\_\_

PROJECT PERMITTING			
<i>Construction Projects Only</i>			
Has an application been submitted to:	No	Yes (submit copy)	Approved (submit proof)
Florida Department of Environmental Protection?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
U.S. Army Corps of Engineers?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Local and Others (if needed)?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

REQUIRED APPLICATION ATTACHMENTS AND DOCUMENTATION	
<i>Please check all boxes that are applicable.</i>	
<input type="checkbox"/>	An adopted resolution, by the Governing Body authorizing that a designated representative has the authority to apply for and administer the grant on behalf of the applicant, and stating that the Governing Body is willing to enter into a 20-year agreement for the maintenance and operation of the project. <i>Available Sept 6, 2011</i>
<input checked="" type="checkbox"/>	Boundary map of the project area. The map must provide a description and sketch of the project area boundaries, displaying known easements, and be legally sufficient to identify the project area.
<input checked="" type="checkbox"/>	Site control documentation (e.g. deed, lease, title search, etc.) for the project site.
<input checked="" type="checkbox"/>	Existing condition photographs sufficient to depict the physical characteristics of project site.
<input checked="" type="checkbox"/>	Aerial photographs marked with approximate boundaries of project site.
<input checked="" type="checkbox"/>	*An 8.5" X 11" photocopy (project site vicinity only) of a current NOAA North American Datum 83 nautical chart (provide the NOAA chart name and number) indicating the precise location of project site.
<input type="checkbox"/>	Photocopies of necessary project permits or applications
<input type="checkbox"/>	Engineering Cost Estimate (if completed)
<input type="checkbox"/>	Preliminary Design/Engineering Plans (if completed)
<input checked="" type="checkbox"/>	Application transmittal cover letter (Identify priority rank if multiple applications submitted)
<input checked="" type="checkbox"/>	One (1) original application (original signature required)
<input checked="" type="checkbox"/>	Three (3) copies of application (unbound, secured with binder clip in upper left-hand corner)
<input checked="" type="checkbox"/>	Projective narrative according to Federal Aid Grant Proposal Guidelines
<input checked="" type="checkbox"/>	CD - Copy of all the above scanned and saved to a CD.

**APPLICANT ACKNOWLEDGEMENT AND SIGNATURE**

Application is hereby made for the activities described herein. I certify that I am familiar with the information contained in the application, and, to the best of my knowledge and belief, this information is true, complete and accurate. I further certify that I possess the authority, including the necessary property interests, to undertake the proposed activities.

I also certify that the Applicant's Governing Body is aware of and has authorized the person identified as the official representative of the Applicant to act in connection with this application and subsequent project as well as to provide additional information as may be required. By signature below, the Applicant agrees to comply with all applicable federal, state, and local laws in conjunction with this proposal and resulting project so approved.

**Jim Scholl**

Print/Type Name

**City Manager**

Title

*Jim Scholl*

Applicant Signature

**August 16, 2011**

Date

WARNING: "Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083." § 837.06, Florida Statutes.

Note: Instruction and further information regarding this application and the Boating Infrastructure Grant Program may be found in the Boating Infrastructure Grant Program Guidelines or contact the Program Administrator, Florida Fish and Wildlife Conservation Commission, 620 South Meridian Street, Tallahassee, FL 32399-1600, telephone: 850-488-5600.