

**MINUTES**

**KEY WEST BIGHT MANAGEMENT DISTRICT BOARD MEETING**

**OLD CITY HALL, 510 GREENE STREET**

**AUGUST 15, 2012**

A regular meeting of the Key West Bight Management District Board of the City of Key West, Florida, was held in Commission Chambers, Old City Hall, 510 Greene Street, on Wednesday, August 15, 2012.

The Chairman called the meeting to order at 9:01 a.m.

Answering roll call were Board Members Jermy Ashby, Steve Henson, Jimmy Lane, Kathryn Ovide and Chairman Michael Knowles presiding.

Board Member Harry Bowman was absent and Member Dan Probert arrived at 9:03 a.m.

Also present were Chief Assistant City Attorney Larry Erskine, Key West Bight Marine Manager Mark Tait, Port Operations Manager John Castro, Senior Property Manager Marilyn Wilbarger and Clerk of the Board Sue Harrison.

The pledge of allegiance to the flag of the United States of America was given by all present.

**CHANGES TO THE AGENDA:**

It was moved by Ms. Ovide and seconded by Mr. Ashby to approve the agenda. There were no objections.

**APPROVAL OF MINUTES:**

- 1) July 11, 2012 (Regular)

It was moved by Ms. Ovide and seconded by Mr. Lane to approve the minutes of July 11, 2012 as corrected at the bottom of page 4 replacing "Wilbarger" with "Ovide". The Chairman acknowledged the motion and second and requested verbal approval. The response was unanimous

to approve the minutes as corrected with Mr. Henson abstaining.

**ACTION ITEMS:**

2) Key West Bight Upland Rent Abatement

Ms. Wilbarger reviewed the options as presented in the executive summary.

Mr. Scott Cates, Proprietor of the Key West Ice Cream Factory, spoke on the item.

After discussion by the Board, it was moved by Ms. Ovide and seconded by Mr. Henson to approve abatement for lost sales for the time period the business was closed of \$4,839.00 to Mr. Cates.

The Chairman asked the Clerk to call the roll.

Yea: Board Members Ashby, Henson, Lane, Ovide, Probert and Chairman Knowles

Nay: None

3) Lease Renewal – Capital Bank ATM Machine 201 William Street

Ms. Wilbarger reviewed the item for the Board. She stated it was at the tenant's request to have a two year lease renewal.

It was moved by Mr. Lane and seconded by Mr. Probert to approve the lease renewal for a term of five years.

The Chairman asked the Clerk to call the roll.

Yea: Board Members Lane, Probert and Chairman Knowles

Nay: Board Members Ashby, Henson and Ovide

The motion failed.

After further discussion it was moved by Mr. Ashby and seconded by Ms. Ovide to approve a minimum three and a half year lease renewal.

The Chairman asked the Clerk to call the roll.

Yea: Board Members Ashby, Henson, Lane, Ovide, Probert and Chairman Knowles

Nays: None

4) 201 William Letters of Interest

Ms. Wilbarger reviewed the letters of interest received for the space to be leased at 201 William Street.

Paul McGrail, 306 Peacon Lane, spoke on the item.

After reviewing all the options it was moved by Mr. Lane and seconded by Mr. Probert to approve the item as presented to the Bumble Bee Silver Company.

The Chairman asked the Clerk to call the roll.

Yea: Board Members Ashby, Henson, Lane, Ovide, Probert and Chairman Knowles

Nays: None

5) Award ITB 12-026 Schooner Wharf Rebuild

Mr. Castro reviewed the item for the Board regarding the bids received for this project.

Paul, McGrail, 306 Peacon Lane, spoke on the item.

It was moved by Ms. Ovide and seconded by Mr. Probert to approve the item as presented accepting the lowest responsive bidder, Bella Construction.

The Chairman asked the Clerk to call the roll.

Yea: Board Members Ashby, Henson, Lane, Ovide, Probert and Chairman Knowles

Nays: None

6) Updated Commercial Marina Agreement & Rules; 3% Rate Increase

It was moved by Mr. Ashby and seconded by Mr. Probert to postpone the item to the next meeting on September 12, 2012

The Chairman asked the Clerk to call the roll.

Yea: Board Members Ashby, Henson, Lane, Ovide, Probert and Chairman Knowles

Nays: None

7) Operating Budget FY 12-13

Staff reviewed the Budget for Key West Bight Fund 405 and the projects up-coming at the Bight.

It was moved by Ms. Ovide and seconded by Mr. Lane to approve the Operating Budget for FY 12-13 as presented with the recommendation for approval by the CRA.

The Chairman asked the Clerk to call the roll.

Yea: Board Members Ashby, Henson, Lane, Ovide, Probert and Chairman Knowles

Nays: None

**DISCUSSION ITEM:**

8) Sign Policy

Ms. Wilbarger stated that each sign needed HARC approval and the policy had been previously approved by this Board.

Mr. Castro addressed the sign placement as there is a required minimum clearance for the signs hanging on the poles.

**REPORTS:**

9) Manager's Report

Ms. Wilbarger reported that the Conch Republic Seafood Company will be utilizing the plaza for an event on September 15 and 16, 2012 pursuant to their lease.

Ms. Wilbarger reported that during the week of September 14 through 20, 2012 there will be 11 Navy ships visiting Key West and they will port at the Navy Mole.

10) Accounts Receivable Report

Ms. Wilbarger reported that B.O.'s is extremely behind in monthly payments and has no current permits or insurance. She stated there is a meeting scheduled for August 22, 2012 with the tenant and staff.

11) Key West Bight Preservation Association Report

No report was provided by the Preservation Association.

12) Old Business

Mr. Tait reported that the Schooner Hindu is expected to be docked at the Key West Bight by the end of the month. They have been paying rent since June, 2012 and he would have an update at the next meeting.

Mr. Tait reported that the Appledore 5 has come off the commercial waiting list and will dock year round at the marina at the end of A Dock.

Mr. Castro reported that the two Palm trees that had been removed from Lazy Way Lane will need to be replaced.

**PUBLIC COMMENTS:**

There were no comments from the public.

**BOARD COMMENTS**

The Board had no comments.

**ADJOURNMENT:**

There being no further business the Chairman adjourned the meeting at 10:54 a.m.

Susan P. Harrison  
Susan P. Harrison, CMC, Clerk of the Board  
Senior Deputy City Clerk