



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 12, 2023

4:00 PM

City Hall

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 - 4:00 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 to include an add-on Discussion Item regarding dockage lease at Slip D30

Approval of Minutes

1 May 10, 2023

Attachments: [Minutes](#)

A motion was made by Ms. Ovide, seconded by Vice Chair Henson, that the Minutes be Approved. 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

Presentations

2 City of Key West Business Recycling Program - Elisa Levy

Received and Filed

3 Key West Bight Preservation Association

Received and Filed

Action Items

4 Approving an addendum to the month to month Commercial & Commercial Term Charter Dockage agreements requiring tenants to be actively involved in commercial operations in an ongoing manner.

Sponsors: City Manager Childress

Attachments: [KWB Resolution](#)
[Cover Memorandum](#)

A motion was made by Mr. Ashby, seconded by Mr. Hughes, that the Action Items - Key West Bight be Postponed to August 9, 2023. 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

5 Approving contract award for Invitation to Bid (ITB) #23-011 Exterior Signage System - Key West Historic Seaport to Kenco Sign & Awning, LLC in the amount of \$299,860.00, authorizing the City Manager to execute the contract and authorize the necessary budget transfer.

Sponsors: City Manager Childress

Attachments: [Resolution](#)
[Cover Memo](#)
[Bid Memo](#)
[Kenco Proposal](#)
[i2 Visual Proposal](#)
[Excla Proposal](#)
[City - Kenco Clarification email](#)
[City - i2 Visual Clarification email](#)
[Contract Documents](#)
[Drawings](#)
[Addendum #1](#)
[Addendum #2](#)

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: KWB 23-13

- 6** Approving Gulfstream Construction & Development, LLC and Sea Tech of the Florida Keys, Inc. for ITB #23-013 Construction Services Contract - Key West Historic Seaport and authorizing the City Manager to execute a three (3) year contract, subject to City Attorney review.

Sponsors: City Manager Childress

Attachments: [Resolution](#)
[Cover Memo](#)
[Bid Memo](#)
[Bid Documents](#)
[Gulfstream Proposal](#)
[Sea Tech Proposal](#)
[Gulf-Atlantic Proposal](#)
[Gulfstream Contract](#)
[Sea Tech Contract](#)

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: KWB 23-14

- 7** Captains Corner Scuba School - Lease Renewal

Attachments: [Resolution](#)
[Cover Memo](#)
[Draft Lease](#)
[Personal Guaranty](#)
[Current Lease](#)

A motion was made by Mr. Ashby, seconded by Mr. Hughes, 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: KWB 23-15

8 Florida Straits Conch Company, Inc.- Trap Storage Area

Sponsors: City Manager Childress

Attachments: [Resolution](#)
[Cover Memo](#)
[Lease](#)

A motion was made by Mr. Hughes, seconded by Vice Chair Henson, that the Action Items - Key West Bight be Passed to support the ongoing use of lobster trap storage for Fryde Conch, LLC and to amend the Florida Straits Conch Company, Inc. lease to allow for continued use of the City property for lobster trap storage at zero cost. 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: KWB 23-16

Discussion Items

9 Recent Commercial Lease Terminations

Discussed

Discussion Item - Tom Stroh and Dockage Lease D30

Reports

10 Director's Report

Attachments: [Port and Marine Project Status 6-7-23](#)
[FT Passenger Counts \(2020 to 2023\)-May](#)
[May 2022-2023 Sales Comparison Report](#)
[KWB Rent & Gross Sales Comparison Report](#)
[KWB Rent Roll June 2023](#)
[KWB Marine Tenant Charges June 2023](#)
[SUMMARY DR15 update](#)
[KWB & FT Fuel Sales \(Gallons\) 2020-2023 May](#)

Received and Filed

11 Adept Marketing Report

Attachments: [June Update](#)

Received and Filed

12

Quarterly Schooner Western Union Report

Attachments: [2023-06 SWUPS KWBB Update](#)

Received and Filed

Public Comment

Board Member Comment

Adjournment - 5:29 P.M.