



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Key West Bight Management District Board

Wednesday, November 18, 2020

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.

ALL VISUAL PRESENTATIONS (POWER POINT ONLY) FOR AGENDA ITEMS MUST BE RECEIVED IN THE CITY CLERK'S OFFICE (24) TWENTY-FOUR HOURS PRIOR TO THE MEETING.

You may attend/participate virtually by telephoning 312-626-6799, Meeting ID: 916 7097 8735, Passcode: 708198 or online at <https://zoom.us/j/91670978735> Passcode 708198.

Call Meeting To Order - 4:03 P.M.

Roll Call

Present 7 - Mr. Ashby, Mr. Gibson, Vice Chair Henson, Mr. Hughes, Mr. Langley, Ms. Ovide, and Chairman Knowles

Pledge of Allegiance to the Flag

Approval of Agenda - It was moved by Vice-Chair Henson and seconded by Board Member Hughes to add the Tenant's Association Report and move the Adept Report before the Action Items. There were no objections.

Approval of Minutes

1 October 14, 2020 (Regular)

Attachments: [Minutes](#)

A motion was made by Vice Chair Henson, seconded by Mr. Gibson, that the Minutes be Approved. The motion passed by unanimous vote.

Reports

Tenants Association - Jack Anderson

6 Adept Marketing Report

Attachments: [Adept Public Relations Update](#)
 [Key West Historic Seaport Bight Board Presentation](#)

Received and Filed

Action Items

2 Approving the Proposed 2021 Key West Bight Management District Board Meeting Dates.

Attachments: [Proposed Meeting Dates](#)

A motion was made by Vice Chair Henson, seconded by Mr. Langley, that the 2021 Meeting Dates be Passed. The motion passed by unanimous vote.

3 Approving Task Order for 2021 ongoing Marketing Services to Adept Strategy & Public Relations in the amount of \$177,000.00 (\$167,000.00 for Marketing and \$10,000.00 for maintaining Marina website).

Attachments: [Executive Summary](#)
 [Proposed Task Order](#)
 [Resolution 20-197](#)
 [City Manager Approval](#)
 [Contract](#)
 [Resolution 18-360](#)
 [Resolution 16-375](#)
 [Resolution 16-326](#)
 [Resolution 15-371](#)

A motion was made by Mr. Gibson, seconded by Mr. Langley, that the Task Order for 2021 ongoing Marketing Services to Adept Strategy & Public Relations be Passed. The motion carried by the following vote:

Yes: 7 - Mr. Ashby, Mr. Gibson, Vice Chair Henson, Mr. Hughes, Mr. Langley, Ms. Ovide, and Chairman Knowles

Reports

4 Director's Report

Attachments: [October 2020 Monthly Report](#)
[Port and Marine Project Status 11-13-20](#)
[Ferry Terminal Passenger Counts \(2019 to 2021\)](#)
[October 2019-2020 Sales Comparison Report](#)
[KWB Rent & Gross Sales Comparison Report](#)
[KWB Rent Roll Nov 2020](#)
[KWB Default List Nov 2020 \(revised\)](#)
[KWB Marina Tenant Charges Nov 2020](#)
[DR15 Summary Update](#)

Received and Filed

5 Schooner Western Union Report

Attachments: [SWUPS Update](#)

Received and Filed

Public Comment

Board Comments

Adjournment - 5:32 P.M.