



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Key West Bight Management District Board

Wednesday, April 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: Individuals are responsible to share their presentation at the meeting on their laptop through Zoom. For City Commission meetings the City Clerk's Office will need a copy for the agenda at least 6 days before the meeting.

Call Meeting To Order - 4:00 P.M.

Roll Call

Absent 2 - Mr. Hughes, and Ms. Ovide

Present 5 - Mr. Ashby, Vice Chair Henson, Mr. Langley, Mr. Lay, and Chairman Knowles

Pledge of Allegiance to the Flag

Approval of Agenda - The agenda was unanimously approved as amended

Approval of Minutes

1 March 8, 2023

Attachments: [Minutes](#)

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

Presentations

2 Key West Bight Preservation Association

Received and Filed

- 3 Key West Bight Insurance Basics - Christina Bervaldi, Finance Director
Postponed to May 10, 2023

Action Items

- 4 Approving the CCTV Equipment Purchase - Key West Historic Seaport from Surveillance Florida in the amount not to exceed \$92,777.75 and authorizing the City Manager to issue a purchase order in the best interest of the City per Sec 2-797(4)(b) of the Code of Ordinances.

Attachments: [Resolution](#)
[Executive Summary](#)
[Florida Surveillance Quote](#)
[GFO Quote](#)
[Protection Plus Quote](#)
[Converjint Quote](#)
[Res KWB #23-03](#)
[Res #23-069](#)

A motion was made by Mr. Ashby, seconded by Mr. Lay, that the Action Item - Key West Bight be Passed. The motion carried by the following vote:

Absent: 2 - Mr. Hughes, and Ms. Ovide

Yes: 5 - Mr. Ashby, Vice Chair Henson, Mr. Langley, Mr. Lay, and Chairman Knowles

Enactment No: KWB 23-08

- 5 Lease Renewal - Schooner Appledore Booth

Attachments: [Executive Summary](#)
[Resolution](#)
[Schooner Appledore Letter](#)
[Lease](#)
[Personal Guaranty](#)
[Corporate Filing p1](#)
[Corporate Filing p2](#)
[Res #16-204 Lease](#)
[Res# 17-015 Lease Assigment](#)

A motion was made by Mr. Ashby, seconded by Mr. Lay, that the Action Item - Key West Bight be Passed. The motion carried by the following vote:

Absent: 2 - Mr. Hughes, and Ms. Ovide

Yes: 5 - Mr. Ashby, Vice Chair Henson, Mr. Langley, Mr. Lay, and Chairman Knowles

Enactment No: KWB 23-09

- 6** Approve staff ranking of firms submitting responses to RFQ #23-002: Key West Bight Ferry Terminal Revitalization & Shoreline Stabilization/ Harborwalk Extension and authorize City Manager to negotiate and, pursuant to legal review, enter into a contract with the highest ranked firm Tetra Tech.

Attachments: [Resolution](#)
[Executive Summary](#)
[RFQ #23-002](#)
[Addendum #1](#)
[Bid Memo REVISED](#)
[Tetra Tech Submittal](#)
[Bermello Ajamil Submittal](#)
[Ranking Summary](#)
[Individual Ranking Forms](#)
[Res #22-069](#)

A motion was made by Mr. Lay, seconded by Vice Chair Henson, that the Action Item - Key West Bight be Passed. The motion carried by the following vote:

Absent: 2 - Mr. Hughes, and Ms. Ovide

Yes: 5 - Mr. Ashby, Vice Chair Henson, Mr. Langley, Mr. Lay, and Chairman Knowles

Enactment No: KWB 23-10

Reports

- 7** Director's Report

Attachments: [Port and Marine Project Status 4-5-23](#)
[FT Passenger Counts \(2020 to 2023\)-March](#)
[March 2022-2023 Sales Comparison Report](#)
[KWB Rent & Gross Sales Comparison Report](#)
[KWB Rent Roll April 2023](#)
[KWB Marine Tenant Charges April 2023](#)
[SUMMARY DR15 update](#)
[KWB & FT Fuel Sales \(Gallons\) 2020-2023 March](#)

Received and Filed

8 Quarterly Schooner Western Union Report

Attachments: [2023-03 SWUPS KWBB Update](#)

Received and Filed

9 Adept Marketing Report

Attachments: [2023-03 Adept PR Bight Board Update](#)

Received and Filed

Public Comment

Board Member Comment

Adjournment - 4:49 P.M.