



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Action Minutes - Final

### Key West Bight Management District Board

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Wednesday, July 12, 2023

4:00 PM

City Hall

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**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.**