



# 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 10, 2024

4:00 PM

City Hall

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**Meeting will be held in upstairs conference room**

**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 - 4:04 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**

#### Approval of Minutes

1 June 12, 2024

Attachments: [Minutes](#)

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

#### Public Comments

#### Presentations

2 Key West Bight Preservation Association

Received and Filed

4:16 P.M. - Mr. Henson left the Meeting

4:18 P.M. - Mr. Henson returned to Meeting

**Action Items**

4 Request to approve and recommend CRA execution of the lease between the CRA and Cuban Coffee Queen, LLC at the Historic Seaport

**Sponsors:** Childress

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Lease](#)  
[Guaranty](#)  
[19-278 Lease](#)  
[Detail by Entity Name Sun Biz](#)

**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: KWBB Resolution 24-18

5 Request for approval of lease renewal for Fury Management, Inc., Greene Street Booth, recommending approval and execution by the CRA

**Attachments:** [Resolution](#)  
[Cover Memo](#)  
[Lease](#)  
[19-276 Lease Renewal](#)  
[Guaranty](#)  
[Sun Biz - Corporation Status](#)

**Postponed to August 14, 2024**

- 6 Approving the highest ranked respondent, Brandano Displays, Inc., for RFP #24-007 Holiday Lighting - Key West Historic Seaport and authorizing the City Manager to execute a five (5) year contract, subject to City Attorney review. Also authorizing the necessary budget transfer. The first-year award amount is in the negotiated amount of \$137,837.96 with adjustments for CPI starting the second year along with the Bight Boards ability to add and/or deduct from previous years display in accordance with the CRA's final approved budget or approved budget amendment.

**Sponsors:** Interim City Manager Stoughton

**Attachments:** [Resolution KWBB](#)  
[Cover Memorandum](#)  
[Bid Memo](#)  
[Ranking Tabulation](#)  
[Individual Ranking](#)  
[Brandano Proposal](#)  
[Brandano Negotiated Pricing](#)  
[Brite Nites Proposal](#)  
[Coastal Christmas Proposal](#)  
[Universal Proposal](#)  
[RFP #24-007](#)  
[Addendum #1](#)  
[Addendum #2](#)

**A motion was made by Mr. Hughes, seconded by Vice Chair Henson, 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: KWBB Resolution 24-19

## Reports

7 Quarterly Schooner Western Union Report

**Attachments:** [2024-06 SWUPS KWBB Update](#)

Received and Filed

8 Adept Marketing Report

**Attachments:** [2024-06 Adept PR Bight Board Update](#)

Received and Filed

9 Director's Report

**Attachments:** [Port Marine Services Monthly Report - June 2024](#)

[Port and Marine Project Status 7-01-24](#)

[Summary DR15 update](#)

[KWB Rent & Gross Sales Comparison Report](#)

[KWB Rent Roll July 2024](#)

[Combined Monthly Report - June 2024](#)

[KWB Marina Tenant Charges July 2024](#)

Received and Filed

**Presentations - Cont'd**

10 Key West Bight Fiscal Year 2024-2025 Proposed Budget

**Attachments:** [FY25 Draft KW Bight City Manager Review](#)

Received and Filed

**Board Member Comments**

**Adjournment - 5:36 P.M.**