



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Key West Bight Management District Board

Wednesday, June 13, 2018

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 FOR AGENDA ITEMS MUST BE RECEIVED (24) TWENTY-FOUR HOURS PRIOR TO THE MEETING.

Call Meeting To Order - 4:01 P.M.

Roll Call

Absent 2 - Mr. Ashby, and Mr. Hughes

Present 5 - Mr. Gibson, Mr. Langley, Ms. Ovide, Mr. Henson, and Chairman Knowles

Pledge of Allegiance to the Flag

Approval of Agenda - The Agenda was approved without change unanimously.

Approval of Minutes

1 May 9, 2018 (Regular)

Attachments: [Minutes](#)

A motion was made by Mr. Langley, seconded by Ms. Ovide, that the Minutes be Approved. The motion passed by a unanimous vote.

Key West Bight Tenant's Association Report - Mr. Tom Stroh gave a brief report.

Action Items

- 2 Approving a Modification of the meeting schedule for 2018 - July 11, 2018 meeting to July 18, 2018.

Attachments: [2018 Meeting Dates](#)

A motion was made by Mr. Gibson, seconded by Vice Chair Henson, that the meeting date for July be changed from July 11 to July 18. The motion carried by the following vote:

Absent: 2 - Mr. Ashby, and Mr. Hughes

Yes: 5 - Mr. Gibson, Mr. Langley, Ms. Ovide, Vice Chair Henson, and Chairman Knowles

- 3 Approving the Lease Renewal for Conch Tour Train, Inc. at 901 Caroline Street.

Attachments: [Executive Summary](#)
[Lease](#)
[Corporate Filing](#)
[Personal Guaranty](#)

A motion was made by Vice Chair Henson, seconded by Ms. Ovide, that the Item be Passed as presented. The motion carried by the following vote:

Absent: 2 - Mr. Ashby, and Mr. Hughes

Yes: 5 - Mr. Gibson, Mr. Langley, Ms. Ovide, Vice Chair Henson, and Chairman Knowles

- 4 Approving the Second Amendment to the Lease for S&M of Lazy Way, Inc. d/b/a Fisherman's Cafe for Unit C on Lazy Way Lane.

Attachments: [Executive Summary](#)
[Second Amendment to Lease](#)
[Resolution 15-050 First Amendment Unit C Lazy Way](#)
[Resolution 15-198 Lease Assignment Unit C Lazy Way](#)
[Resolution 13-101 Lease Assignment](#)
[Corporate Filing](#)

A motion was made by Mr. Gibson, seconded by Mr. Langley, that the Item be Passed as presented. The motion carried by the following vote:

Absent: 2 - Mr. Ashby, and Mr. Hughes

Yes: 5 - Mr. Gibson, Mr. Langley, Ms. Ovide, Vice Chair Henson, and Chairman Knowles

- 5 Approving the sole respondent, Brandano Displays, Inc., for the Holiday Lighting - Key West Historic Seaport and authorizing the City Manager to execute a three (3) year contract, subject to City Attorney review. Also authorizing the necessary budget transfer. The first-year award amount is \$59,827 with adjustments for CPI starting the second year along with the Bight Boards ability to add and/or deduct from previous years display.

Attachments: [Executive Summary](#)
 [Bid Tabulation](#)
 [Negotiated Proposal](#)
 [Vendors RFP Response](#)
 [Contract](#)
 [RFP #005-18](#)
 [Addendum #1](#)
 [Resolution 15-299](#)

A motion was made by Ms. Ovide, seconded by Mr. Gibson, that the Item be Passed as presented. The motion carried by the following vote:

Absent: 2 - Mr. Ashby, and Mr. Hughes

Yes: 5 - Mr. Gibson, Mr. Langley, Ms. Ovide, Vice Chair Henson, and Chairman Knowles

- 6 Approving the Second Amendment to the Lease Agreement for Waterfront Brewery, LLC for Unit E.

Attachments: [Executive Summary](#)
 [Second Amendment to Lease](#)
 [First Amendment to Lease](#)
 [Waterfront Brewery Lease](#)
 [KW Ice Cream Factory](#)

A motion was made by Mr. Langley, seconded by Vice Chair Henson, that the Item be Passed as presented. The motion carried by the following vote:

Absent: 2 - Mr. Ashby, and Mr. Hughes

Yes: 5 - Mr. Gibson, Mr. Langley, Ms. Ovide, Vice Chair Henson, and Chairman Knowles

Discussion Items

7 Commercial Wait List

Attachments: [KWB Commercial Wait List](#)

Received and Filed - Staff will provide recommendations on how to go forward with the list and a questionnaire at the next meeting July 18, 2018.

Reports

8 OLD BUSINESS:
Time Charters

Attachments: [TIME CHARTERS](#)
[Revised Time Charters](#)

Received and Filed - Staff was given direction for this item to return at the next on meeting July 18, 2018 with additional information for the board to consider before placing on a future agenda for action.

9 Manager's Report

Attachments: [May Monthly Report](#)
[Port and Marine Project Status](#)
[Ferry Terminal Passenger Count](#)
[May 2017-2018 Sales Comparison Report](#)
[KWB Rent Gross Sales Comparison Report](#)
[Adept Public Relations Update](#)
[Schooner Western Union Preservation Society Update](#)

Received and Filed

10 Accounts Receivables

Attachments: [KWB Default List June 2018](#)
[KWB Marine Tenant Charges June 2018](#)
[KWB Rent Roll June 2018](#)

Received and Filed

Public Comment

Board Comments

Adjournment - 5:48 P.M.