



# 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, September 12, 2018

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.

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

**Call Meeting To Order - 4:04 P.M.**

#### Roll Call

**Absent** 3 - Mr. Ashby, Mr. Hughes, and Ms. Ovide

**Present** 4 - Mr. Gibson, Mr. Langley, Mr. Henson, and Chairman Knowles

#### Pledge of Allegiance to the Flag

**Approval of Agenda - The Agenda was approved as changed to include the Tenant's Association Report.**

#### Approval of Minutes

1 August 15, 2018 (Regular)

**Attachments:** [Minutes](#)

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

#### Key West Bight Tenant's Association Report

#### Presentations

2 ADEPT Quarterly Report

**Attachments:** [Key West Historic Seaport Bight Board Presentation](#)

Received and Filed

## Action Items

3 Approving Task Order for FY19 ongoing Marketing Services to Adept Strategy & Public Relations for Marketing Services in an amount of \$193,000.00; Approving any necessary budget transfers.

**Attachments:** [Executive Summary](#)  
[FY19 Task Order](#)  
[Contract](#)  
[Resolution 15-371](#)  
[Resolution 16-326](#)  
[Resolution 16-375](#)

A motion was made by Vice Chair Henson, seconded by Mr. Langley, that the Task Order for FY19 for ongoing Marketing Services to Adept Strategy and Public Relations for Marketing Services be Passed. The motion carried by the following vote:

**Absent:** 3 - Mr. Ashby, Mr. Hughes, and Ms. Ovide

**Yes:** 4 - Mr. Gibson, Mr. Langley, Vice Chair Henson, and Chairman Knowles

4 Approving Seawall Final Engineering Task Order #31 to Tetra Tech, Inc. for Conch Republic, Schooner Wharf & Turtle Kraals Seawall Repair in the amount not to exceed \$67,150.00.

**Sponsors:** City Manager Scholl

**Attachments:** [Executive Summary](#)  
[Final Engineering Proposal](#)  
[Resolution 17-299](#)  
[Turtle Kraals Assessment](#)  
[Resolution 17-017](#)  
[Conch Republic Assessment](#)  
[Resolution 17-250](#)

A motion was made by Mr. Gibson, seconded by Vice Chair Henson, approving Seawall Final Engineering Task Order #31 to Tetra Tech be Passed. The motion carried by the following vote:

**Absent:** 3 - Mr. Ashby, Mr. Hughes, and Ms. Ovide

**Yes:** 4 - Mr. Gibson, Mr. Langley, Vice Chair Henson, and Chairman Knowles

- 5 Approving Lease for Captains Corner Scuba School, Inc. for the Gazebo at 631 B Greene Street.

**Attachments:** [Executive Summary](#)  
[Draft Lease](#)  
[Personal Guaranty](#)  
[Corporate Filings](#)

**A motion was made by Vice Chair Henson, seconded by Mr. Langley, that the Lease for Captains Corner Scuba School, Inc. for the Gazebo at 631 B Greene Street be Passed. The motion carried by the following vote:**

**Absent:** 3 - Mr. Ashby, Mr. Hughes, and Ms. Ovide

**Yes:** 4 - Mr. Gibson, Mr. Langley, Vice Chair Henson, and Chairman Knowles

## Reports

- 6 Manager's Report

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

**Received and Filed**

- 7 Accounts Receivables

**Attachments:** [KWB Marine Tenant Charges Sept 2018](#)  
[KWB Rent Roll Sept 2018](#)

**Received and Filed**

## Old Business

## Public Comment

## Board Comments

**Adjournment - 4:45 P.M.**