



# City of Key West, FL

City Hall  
1300 White Street  
Key West FL 33040

## Meeting Agenda Full Detail

### Key West Bight Management District Board

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Wednesday, November 12, 2025

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

#### Roll Call

#### Pledge of Allegiance to the Flag

#### Approval of Agenda

#### Approval of Minutes

1                      October 8, 2025  
Attachments: [Minutes](#)

#### Presentations

2                      Key West Bight Preservation Association

3                      CRA Budget Review - Karen Wilman, CRA Manager

Attachments: [FY26 Budget 601 & 603](#)

#### Action Items

4                      Approve 2026 Meeting Dates  
Attachments: [2026 Proposed Meeting Dates](#)

- 5 Approving the attached Task Order for 2026 Marketing Services by Adept Strategy and Public Relations in the amount of \$225,125.00.

**Attachments:** [Resolution KWBB](#)  
[Cover Memo](#)  
[Task Order Proposal](#)  
[Res #22-013](#)  
[Master Agreement](#)

- 6 Requesting the City Manager negotiate a Lease Agreement with Shrimboat Sound Key West, LLC, for the recording studio located on Lazy Way Lane, formerly occupied by Sails in Concert, Inc; Providing for review or lease terms by the Bight Board and the Community Redevelopment Agency.

**Attachments:** [Resolution KWBB](#)  
[Cover Memo](#)  
[Shrimboat Sound Key West Proposal](#)  
[Spottswood Management Proposal](#)  
[Public Notice](#)  
[Public Comment - Anderson](#)  
[Public Comment - Dunn](#)

- 7 Recommending the CRA approve additional costs associated with a construction postponement to Gemston RDI JV in (ITB #25-009 Re-Bid: Schooner Floating Docks Replacement) in the amount not to exceed \$168,000.

**Attachments:** [Resolution KWBB](#)  
[Cover Memo](#)  
[Delay Costs Email](#)  
[Res 25-111 Contract Award](#)  
[Executed Contract](#)  
[Notice to Proceed](#)  
[CO #1 - Time Extension](#)  
[ITB 25-009 Re-Bid Documents](#)

- 8                    Recommending approval of the design concept for 631 Greene Street pursuant to Section 2-554(b)(2) of the Code of Ordinances.

**Attachments:** [Resolution KWBB](#)  
[Cover Memo](#)  
[Concept Design](#)  
[Reef Relief Letter](#)

- 9                    Rescinding Resolution No. KWBB 25-25 approved October 8, 2025 and recommending CRA amend the Lease between the CRA and Florida Straits Conch Company, Inc., DBA Conch Republic Seafood Company to replace the name Dale Watkins with Fryde Conch, LLC for lobster trap storage in the northwest corner of the parking lot and to add a provision to relocate storage during the 631 Green Street renovation.

**Attachments:** [Resolution KWBB](#)  
[Cover Memo](#)  
[Second Amendment to Lease](#)  
[\\*Large File\\* Lease](#)  
[Resolution 23-353 First Amendment to Lease](#)

## Discussion Items

- 10                   Commercial Wait List

**Sponsors:** Mr. Girard

**Attachments:** [Commercial Wait List history - SUMMARY](#)  
[EXHIBIT 1 -- 2011-09-02 - on agenda 2011-09-14 Wait List](#)  
[EXHIBIT 2 -- 2011-10-05 -- ON 2018-07-18 AGENDA](#)  
[EXHIBIT 3 -- 28' parasail boat dockage agreement Oct 1 2012 commencement](#)  
[EXHIBIT 4 -- 2012-08-15 -- Minutes](#)  
[EXHIBIT 5 -- 2012-12-07 Accounts Receivable List - attached to 12122012 agenda](#)  
[EXHIBIT 6 -- 2013-01-03 Accounts Receivable List - attached to 1913 agenda](#)  
[EXHIBIT 7 -- Letter -- Agenda 04-09-2025, item 8 , att 6](#)  
[EXHIBIT 8 -- 2018-08-09 Updated Wait List - attached to 2018-08-15 AGENDA](#)  
[EXHIBIT 9 -- 2018-08-20 commercial wait list - attached to 2021-10-13 agenda](#)  
[EXHIBIT 10 -- 2025-05-31 Commercial wait list](#)

## Reports

### 11 Director's Report

**Attachments:** [Monthly Report - Oct 2025](#)  
[Project Status 11-3-25](#)  
[Summary DR15 Update](#)  
[Marina Tenant Charges Nov 2025](#)  
[Rent Roll Nov 2025](#)  
[Rent & Gross Sales Comparison Report](#)

### 12 Adept Marketing Report

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

## Public Comment

## Board Member Comment

## Adjournment