



# 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 11, 2024

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 - 4:02 P.M.**

#### Roll Call

**Absent** 2 - Mr. Langley, and Chairman Knowles

**Present** 5 - Mr. Ashby, Vice Chair Henson, Mr. Lay, Ms. Ovide, and Mr. Weekley

#### Pledge of Allegiance to the Flag

#### Approval of Agenda

#### Approval of Minutes

1 August 14, 2024

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

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

#### Presentations

2 Key West Bight Preservation Association

Received and Filed

#### Action Items

3 Approve Emergency Procurement ratification and any necessary budget

transfer for the contract awarded, to D.L. Porter Constructors, Inc., for ITB #24-013 Ferry Terminal Renovation, Base Bid and Alternate Bids #1, #2, #3, and #5 in the amount of \$2,391,954 pursuant to Sec. 2-797 of the City of Key West Code of Ordinances executed by the City Manager on August 29, 2024.

**Attachments:**     [Resolution](#)  
                              [Cover Memo](#)  
                              [City Manager Emergency Procurement](#)  
                              [Contract](#)  
                              [Bid Memo](#)  
                              [D.L. Porter Proposal](#)  
                              [DL Porter Clarification](#)  
                              [Marino Proposal](#)  
                              [Marino Clarification](#)  
                              [Pedro Falcon Proposal](#)  
                              [Sea Tech Proposal](#)  
                              [Res #22-069](#)  
                              [ITB #24-013 Contract Documents](#)  
                              [ITB #24-013 Drawings 8.9.24](#)  
                              [Addendum #1](#)  
                              [Addendum #2](#)  
                              [Addendum #3](#)

**A motion was made by Mr. Weekley, seconded by Mr. Lay, that the Action Items - Key West Bight be Passed. The motion passed by unanimous vote.**

Enactment No: KWBB 24-20

**4**

Approve a Design, Permitting, Bid Support and Construction Services Task Order, for A-Dock Replacement at the Key West Bight Marina, to Tetra Tech, Inc. in the amount of \$123,490.

**Attachments:**     [Resolution](#)  
                              [Cover Memo](#)  
                              [Proposal](#)  
                              [Tetra Contract](#)  
                              [Res #20-039 Env Eng Svcs](#)  
                              [Res #23-058 Contract Extension](#)

**A motion was made by Ms. Ovide, seconded by Mr. Weekley, that the Action Items - Key West Bight be Passed. The motion passed by unanimous vote.**

Enactment No: KWBB 24-21

- 5 Approve an assignment of lease between Alicia E. Renner, dba AER Photography and Anthony Chatman for the space located at 205 Elizabeth Street, Unit F, at the Historic Seaport.

**Attachments:**    [Resolution](#)  
                              [Cover Memo](#)  
                              [Lease Assignment](#)  
                              [Guaranty](#)  
                              [Lease 2023](#)

**A motion was made by Mr. Weekley, seconded by Ms. Ovide, that the Action Items - Key West Bight be Passed. The motion passed by unanimous vote.**

Enactment No: KWBB 24-22

- 6 Approve a five year lease term extension with Anderson Outdoor Advertising, Inc., for space located at the Key West Bight Ferry Terminal.

**Attachments:**    [Resolution](#)  
                              [Cover Memo](#)  
                              [First Amendment to Lease](#)  
                              [Res #19-369 Lease](#)  
                              [Sun Biz](#)

**A motion was made by Mr. Lay, seconded by Ms. Ovide, that the Action Items - Key West Bight be Passed. The motion carried by the following vote:**

**Absent:**    2 -    Mr. Langley, and Chairman Knowles

**Yes:**    5 -    Mr. Ashby, Vice Chair Henson, Mr. Lay, Ms. Ovide, and Mr. Weekley

Enactment No: KWBB 24-23

## Reports

- 7 Quarterly Schooner Western Union Report

**Attachments:**    [2024-08 SWUPS KWBB Update](#)

**Received and Filed**

- 8 Adept Marketing Report

**Attachments:**    [2024-08 Adept PR Bight Board Update](#)

**Received and Filed**

- 9 Director's Report

**Attachments:**

[Port Marine Services Monthly Report](#)

[Port and Marine Project Status 9-01-24](#)

[Summary DR15 forms](#)

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

[KWB Rent Roll September 2024](#)

[Combined Report - August 2024](#)

[KWB Marine Tenant Charges September 2024](#)

Received and Filed

**Public Comments**

**Board Member Comments**

**Adjournment - 4:36 P.M.**