



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Key West Bight Management District Board

Wednesday, January 10, 2024

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.

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 - 4:00 P.M.

Roll Call

Absent 1 - Ms. Ovide

Present 6 - Mr. Ashby, Vice Chair Henson, Mr. Hughes, Mr. Langley, Mr. Lay, and Chairman Knowles

Pledge of Allegiance to the Flag

Approval of Agenda - The agenda was unanimously approved including an add-on Action Item (Item#5)

Approval of Minutes

1 December 13, 2023

Attachments: [Minutes](#)

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

4:04 P.M. - Ms. Ovide arrived to Meeting

Presentations

2 Key West Bight Preservation Association

Received and Filed

Action Items

- 3 Election of Board Chair and Co-Chair for Two Year Terms
- Attachments:** [Sec. 2-552. Organization and rules.](#)
- A motion was made by Mr. Lay, seconded by Mr. Hughes, to nominate Chairman Knowles for another term as Chair. The motion passed unanimously.**
- A motion was then made by Mr. Hughes, seconded by Ms. Ovide, to nominate Vice Chair Henson for another term as Vice Chair. The motion carried by the following vote:**
- Yes:** 7 - Mr. Ashby, Vice Chair Henson, Mr. Hughes, Mr. Langley, Mr. Lay, Ms. Ovide, and Chairman Knowles
- 4 Lease Renewal for Reef Relief, Inc.
- Attachments:** [Resolution](#)
[Cover Memo](#)
[Lease](#)
[Corporate Status](#)
[Current Lease](#)
- 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:**
- Yes:** 7 - Mr. Ashby, Vice Chair Henson, Mr. Hughes, Mr. Langley, Mr. Lay, Ms. Ovide, and Chairman Knowles
- Enactment No: KWBB 24-01
- 5 Authorize and allocate funding for the design and construction or installation of a ticket kiosk at Pier C in the Key West Bight.
- A motion was made by Mr. Langley, seconded by Mr. Hughes, that the Action Items - Key West Bight be Passed. The motion carried by the following vote:**
- Yes:** 7 - Mr. Ashby, Vice Chair Henson, Mr. Hughes, Mr. Langley, Mr. Lay, Ms. Ovide, and Chairman Knowles
- Enactment No: KWBB 24-02

Reports

6 22/23 Fiscal Year Common Area Maintenance Reconciliation

- Attachments:** [Memorandum](#)
[CAM Summary](#)
[CAM Revenue & Expense](#)
[Revenue Detail](#)
[Property Taxes](#)
[Insurance](#)
[Survey Net Usable SF](#)
[CAM Billable 22-23](#)
[CAM Summary 21-22](#)
[23-24 Estimated CAM](#)

Received and Filed

7 Director's Report

- Attachments:** [FT Passenger Counts \(2020 to 2024\)-December](#)
[December 2022-2023 Sales Comparison reports](#)
[KWB Rent & Gross Sales Comparison Report](#)
[KWB Rent Roll January 2024](#)
[KWB Marine Tenant Charges January 2024](#)
[SUMMARY DR15 update January 2024](#)
[KWB & FT Fuel Sales \(Gallons\) 2021-2024 December](#)
[Port Marine Services Monthly Report - Dec 2023](#)

Received and Filed

8 Adept Marketing Report

- Attachments:** [2023-12 Adept PR Bight Board Update](#)

Received and Filed

9 Quarterly Schooner Western Union Report

- Attachments:** [2023-12 SWUPS KWBB Update](#)

Received and Filed

Public Comment

Board Member Comment

Adjournment - 5:59 P.M.