



# 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, March 13, 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 - 4:00 P.M.**

#### Roll Call

**Absent** 2 - Mr. Langley, and Ms. Ovide

**Present** 5 - Mr. Ashby, Vice Chair Henson, Mr. Hughes, Mr. Lay, and Chairman Knowles

#### Pledge of Allegiance to the Flag

**Approval of Agenda - The agenda was unanimously approved as presented**

#### Approval of Minutes

1 February 14, 2024

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

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

#### Presentations

2 Key West Bight Preservation Association

Not Received

#### Action Items

- 3 Approve a Task Order in the amount of \$264,655 to Bender & Associates for Major Development Submittal/Approval, 30%, 60% and 100% Construction Documents, and Bid-Phase and Construction Services for 907 Caroline Street.

**Attachments:**    [KWB Resolution](#)  
[Cover Memorandum KWB](#)  
[Bender & Assoc. Design Task Order](#)  
[Bender Architectural Services Signed](#)  
[Res 22-236 Approve Gen Arch Svcs Contracts](#)  
[Subconsultants Added to B&A Contract](#)

**A motion was made by Vice Chair Henson, seconded by Mr. Hughes, that the Action Item - Key West Bight be Passed. The motion carried by the following vote:**

**Absent:** 2 - Mr. Langley, and Ms. Ovide

**Yes:** 5 - Mr. Ashby, Vice Chair Henson, Mr. Hughes, Mr. Lay, and Chairman Knowles

Enactment No: KWBB 24-08

**4:03 P.M. - Ms. Ovide arrived at Meeting**

**Discussion Items**

- 4 Schooner Hindu  
  
Discussed

**Reports**

- 5 Adept Marketing Report  
  
**Attachments:**    [Adept Bight Board Update](#)  
  
Received and Filed

6 Director's Report

**Attachments:** [Port Marine Services Monthly Report - Feb 2024](#)  
[Port and Marine Project Status 3-05-24](#)  
[KW Express Passenger Count & Monthly Fuel Sales Comp. Feb 2024](#)  
[Sales Comparison Report Feb 2024](#)  
[KWB Rent & Gross Sales Comparison Report](#)  
[KWB Rent Roll March 2024](#)  
[KWB Marina Tenant Charges March 2024](#)  
[SUMMARY DR15 update](#)

Received and Filed

**Public Comment**

**Board Member Comment**

**Adjournment - 4:42 P.M.**