



City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Key West Bight Management District Board

Wednesday, February 14, 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 - 4:02 P.M.

Roll Call

Absent 1 - Mr. Hughes

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

Pledge of Allegiance to the Flag

Approval of Agenda - The agenda was unanimously approved as presented

Approval of Minutes

1 January 10, 2024

Attachments: [Minutes](#)

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

Presentations

2 Key West Bight Preservation Association

Received and Filed

Action Items

- 3 Waterfront Brewery Third Amendment to Lease incorporating adjacent Suite C into the demised premises of the 201 William Street lease

Attachments: [Resolution](#)
 [Cover Memo](#)
 [Third Amendment to Lease](#)
 [Exhibit A](#)
 [*Large File* 13-012 WF Brewery Lease](#)
 [Res 19-147 Lease Suite C](#)

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

Absent: 1 - Mr. Hughes

Yes: 6 - Mr. Ashby, Vice Chair Henson, Mr. Langley, Mr. Lay, Ms. Ovide, and Chairman Knowles

Enactment No: KWBB 24-03

- 4 Upland Lease Extension for Sunset Watersports, Inc. at the Historic Seaport, 201 William Street Unit B

Attachments: [Resolution](#)
 [Cover Memo](#)
 [Lease](#)
 [Guaranty](#)
 [19-146 Current Lease](#)

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

Absent: 1 - Mr. Hughes

Yes: 6 - Mr. Ashby, Vice Chair Henson, Mr. Langley, Mr. Lay, Ms. Ovide, and Chairman Knowles

Enactment No: KWBB 24-04

5 Lease Extension for Sunset Watersports at the Historic Seaport, 201 William Street Unit C

Attachments: [Resolution](#)
 [Cover Memo](#)
 [Lease](#)
 [Guaranty](#)
 [19-145 Current Lease](#)

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

Absent: 1 - Mr. Hughes

Yes: 6 - Mr. Ashby, Vice Chair Henson, Mr. Langley, Mr. Lay, Ms. Ovide, and Chairman Knowles

Enactment No: KWBB 24-05

6 Approve a Design and Environmental Permitting Task Order to Tetra Tech, Inc. for Key West Bight Revitalization and Shoreline Stabilization project in the amount of \$624,370.

Attachments: [KWB Resolution](#)
 [Cover Memorandum](#)
 [Proposed Task Order](#)
 [Res #23-126 Select Tetra Tech](#)
 [Res #22-069 Receive ARPA Funds](#)

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

Absent: 1 - Mr. Hughes

Yes: 6 - Mr. Ashby, Vice Chair Henson, Mr. Langley, Mr. Lay, Ms. Ovide, and Chairman Knowles

Enactment No: KWBB 24-06

7 Approval of CAM Reconciliation Fiscal Year 22/23 Second Presentation

- Attachments:** [CAM Resolution](#)
 [Cover Memo](#)
 [CAM Reconciliation Brief Fiscal Year 2022-23](#)
 [CAM Summary](#)
 [CAM Revenue & Expenses](#)
 [Revenue Detail](#)
 [Property Taxes](#)
 [Insurance](#)
 [Survey Net Usable SF](#)
 [CAM Recovery Billable](#)
 [CAM Summary 21-22](#)
 [23-24 Tenant Impounds](#)

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

No: 2 - Mr. Lay, and Ms. Ovide

Absent: 1 - Mr. Hughes

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

Enactment No: KWBB 24-07

Discussion Items

8 Available Parking Options

Discussed

Reports

9 Adept Marketing Report

Attachments: [Adept PR Bight Board Update](#)

Received and Filed

10

Director's Report

Attachments: [Port Marine Services Monthly Report - Jan 2024](#)
[Port and Marine Project Status 2-08-24](#)
[FT Passenger Counts \(2020 to 2024\)-January 2024](#)
[Sales Comparison Report January 2024](#)
[KWB Rent & Gross Sales Comparison Report](#)
[KWB Rent Roll February 2024](#)
[KWB Marina Tenant Charges February 2024](#)
[SUMMARY DR15 Update February 2024](#)
[KWB & FT Fuel Sales \(Gallons\) 2021-2024 January](#)

Received and Filed

Public Comment

Board Member Comment

Adjournment - 5:27 P.M.