



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 12, 2025

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 - Mr. Girard

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

Pledge of Allegiance to the Flag

Approval of Agenda

The agenda was unanimously approved as presented

Approval of Minutes

1 January 8, 2025

Attachments: [Minutes](#)

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

Presentations

2 Schooner Western Union: John Dolan-Heitlinger

Attachments: [Progress Report](#)

Not Received

- 3 Key West Bight Preservation Association
Not Received

4:02 P.M. - Mr. Girard arrived to Meeting

Action Items

- 4 Approving Task Order #3 for Bid Support and Construction Administration Services for Key West Bight Ferry Terminal Revitalization and Shoreline Stabilization Project to Tetra Tech, Inc. in the amount of \$234,976.

Attachments: [KWB Resolution](#)
[Cover Memo](#)
[TO Proposal](#)
[Res #22-069 ARPA Grant](#)
[Res #23-126 Tetra RFQ Award](#)

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

Yes: 6 - Mr. Ashby, Mr. Girard, Vice Chair Henson, Mr. Lay, Mr. Weekley, and Chairman Knowles

Enactment No: KWBB 25-01

- 5 Approving ratification of Purchasing Ordinance exemption for the 2025 Task Order for ongoing marketing services, for the Key West Historic Seaport, to Adept Strategy & Public Relations in the amount of \$201,125 pursuant to Sec. 2-797 of the City of Key West Code of Ordinances.

Attachments: [KWB Resolution](#)
[Cover Memo](#)
[CM Purchase Exemption](#)
[2025 Task Order](#)
[Res #22-013](#)
[Master Agreement](#)

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

Yes: 6 - Mr. Ashby, Mr. Girard, Vice Chair Henson, Mr. Lay, Mr. Weekley, and Chairman Knowles

Enactment No: KWBB 25-02

- 6 Recommending City Commission approval of the attached First Amendment to the "Interlocal Agreement" between Monroe County, Florida and the City of Key West, Florida for upland support for Man of War Harbor Mooring Field.

Attachments: [Resolution](#)
 [Cover Memo](#)
 [First Amendment to ILA](#)
 [Res 24-233 Executed ILA](#)

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

Yes: 6 - Mr. Ashby, Mr. Girard, Vice Chair Henson, Mr. Lay, Mr. Weekley, and Chairman Knowles

Enactment No: KWBB 25-03

- 7 Recommending the CRA Award the bid of Gemstone RDI JV in response to Invitation to Bid ITB #25-003 Schooner Floating Docks Replacement at the Key West Bight Marina in the amount of \$1,045,700.

Attachments: [KWBB Resolution](#)
 [Cover Memo](#)
 [Bid Memo](#)
 [Gemstone Proposal](#)
 [Florida Keys Proposal](#)
 [General Asphalt Proposal](#)
 [Bid Documents](#)
 [Addendum #1](#)
 [Addendum #2](#)

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

Yes: 6 - Mr. Ashby, Mr. Girard, Vice Chair Henson, Mr. Lay, Mr. Weekley, and Chairman Knowles

Enactment No: KWBB 25-04

- 8 Recommending CRA approval and execution of the Lease between the CRA and Local Color Key West, Inc., DBA Local Color located at 276 Margaret Street in the Historic Seaport.

Attachments: [KWBB Resolution](#)
 [Cover Memo](#)
 [Lease](#)
 [Res 19-216 Lease](#)
 [Corporate Status - Sun Biz](#)

A motion was made by Mr. Lay, seconded by Mr. Weekley, to approve the Resolution as amended (ensure the security deposit reflects one month's rent only). The motion carried by the following vote:

Yes: 6 - Mr. Ashby, Mr. Girard, Vice Chair Henson, Mr. Lay, Mr. Weekley, and Chairman Knowles

Enactment No: KWBB 25-05

- 9 Approving increased transient rates at the Key West Bight Marina

Attachments: [KWBB Resolution](#)
 [Cover Memo](#)
 [Addendum 1 - Requested & Competitor Rates](#)
 [KWB Current Rates](#)

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

Yes: 6 - Mr. Ashby, Mr. Girard, Vice Chair Henson, Mr. Lay, Mr. Weekley, and Chairman Knowles

Enactment No: KWBB 25-06

Discussion

- 10 Placing four schooners on Greene St. Seawall - Board Member Girard

Discussed

Reports

- 12 Adept Marketing Report

Attachments: [Report](#)

Received and Filed

11 Director's Report

- Attachments:** [Monthly Report - Jan 2025](#)
[Project Status Feb 2025](#)
[Summary DR15 update](#)
[KWB Marina Tenant Charges Feb 2025](#)
[KWB Rent Roll Feb 2025](#)
[KWB Rent & Gross Sales Comparison Report](#)

Received and Filed

Public Comment

Board Member Comment

Adjournment - 5:22 P.M.