City of Key West, FL

City Hall
1300 White Street
Key West FL 33040

Action Minutes - Final

Key West Bight Management District Board

Wednesday, October 14, 2026 | **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

Present 6 - Mr. Girard, Vice Chair Henson, Mr. Lay, Mr. Malone, Mr. Weekley, and Chairman Knowles

Pledge of Allegiance to the Flag

Approval of Agenda

The agenda was unanimously approved as presented.

Approval of Minutes

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

Presentations

1 Key West Bight Preservation Association

Received and Filed

Action Items

2 Approving the sale of Mellow Enterprises Key West, Inc., to Richard C. Welter II.

Sponsors: City Manager Barroso

Attachments: Resolution
Cover Memo (Port & Marine)
2x2 comm dock agreement
LEASE 2-1-2019

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

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

Enactment No: KWBB 26-21

3 Recommending CRA approve the "Consent of Lessor and Acknowledgement of Lessee", as attached hereto and made a part hereof, Authorizing Conch Tour Train, Inc. to sublet a portion of the leased premises on the City-owned property located at 901 Caroline Street, known as "Flagler Station", to Shrimp Boat Sound Key West, LLC.

Sponsors: City Manager Barroso

Attachments: Consent of Lessor
Lessee Request
Sublease

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

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

Enactment No: KWBB 26-22

4 Recommending CRA approve of the attached Assignment and Assumption of Lease between Key West Seaport, LLC (Assignor) and Tidal Shift Ventures, LLC (Assignee), as attached hereto and made a part hereof, for the property located at 202R William Street, Key West Florida in the Historic Seaport.

Sponsors: City Manager Barroso

Attachments: Assignment and Assumption of Lease
Res 26-195 Lease
Tidal Shift Ventures

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

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

Enactment No: KWBB 26-23

5 Recommending to the CRA that funds for the relocation of Reef Relief to the Thompson Fish House be provided by the City ~~and/or Reef Relief, or a combination of both~~; Recommending a rent rate for Reef Relief upon occupancy; Recommending the design of the renovation begin immediately.

Sponsors: City Manager Barroso

Attachments: Resolution
Cover Memo
Res 26-196
KWBB Res 26-13
Reef Relief Letter to Commission Sep 2026
Reef Relief Email to Director P&MS 9.30.2026
Reef Relief Proposed Layout 12.17.25
Market Rate Lease Estimate
Design/Renovation Cost Estimate
Res 24-262 Reef Relief Lease
Res 19-048 Reef Relief Lease

A motion was made by Mr. Weekley, seconded by Mr. Lay, that the Actions Items - Key West Bight be Passed as follows:

1. Necessary renovations for occupancy of the building are funded by the City of Key West and Reef Relief be responsible for the operational expenses for improvements.
2. Caroline Street Corridor TIF funds are used for the necessary renovations to offset the City of Key West's costs.
3. Rent to be charged to Reef Relief upon occupying the renovated space is $10/year.
4. The design and renovations to the Thompson Fish house, budgeted at $50,000.00, are to begin immediately.

The motion carried by the following vote:

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

Enactment No: KWBB 26-24

6 Approve 2027 Key West Bight Board Meeting Dates

Attachments: Proposed Meeting Dates

A motion was made by Mr. Weekley, seconded by Mr. Lay, that the Action Item be Approved. The motion carried by the following vote:

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

Mr. Lay left the meeting at 5:06 P.M.

Reports

7 Director's Report

Attachments: Monthly Report
Project Status
Summary DR15 Update
Marina Tenant Charges
Rent Roll
Rent & Gross Sales Comparison Report

Received and Filed

8 Adept Marketing Report

Attachments: Adept PR Update

Received and Filed

Public Comment

Board Member Comment

Adjournment - 5:26 P.M.