

MINUTES

Beautification Committee

Tuesday, September 13, 2022 – 10:00 a.m.

Temporary City Hall

1. CALL TO ORDER and ROLL CALL: The regular meeting of the Beautification Committee was called to order at 10:00 a.m. by Committee Member Kimmeron Lisle. **Members present:** Kimmeron Lisle, Pam Geronemus, Sandy Bachman, Rob Dumas. **Excused:** Chair Greg Burke, Vice-Chair Dave McKeenan. **Also Present:** City Administrator Dave Turner, City Clerk Silvia Gransee.

Kimmeron Lisle made a motion to add a proposal for patriotic banners to the agenda.

MOTION: Motion made by Kimmeron Lisle, seconded by Rob Dumas, to add the patriotic banner proposal to the agenda.

DISCUSSION: City Administrator Turner reminded of the requirements of the need for three bids for purchase approval and explained the reasoning behind. The Committee and City Administrator discussed bid requirements for volunteer committees and the city commission, as well as laws in Florida Statutes and City Ordinances, and did not come to an understanding on procedures. City Administrator Turner stated that the legal team can be consulted at a later time for clarification.

ON THE MOTION: Rollcall vote. Unanimous approval.

2. Introduction Of Guests – None.

3. Minutes – The Beautification Committee Meeting Minutes from August 9, 2022, were approved as written after discussion.

4. Treasurer's Report – Sandy Bachman updated on the Giving Tree account and regular Beautification Committee Budget. Treasurer Bachman updated no changes for the Giving Tree account and gave line-item details for the regular budget for a total available balance of \$5,791.50. City Administrator Turner explained that a check for purchases will have to be cut by September 30.

New Agenda Item: The Committee discussed the Brandano proposal for patriotic banners including quantity, pricing, and the need to go before the Commission for approval. City Clerk Gransee reminded that all agenda supporting materials have to be submitted by September 15 to be included for the September 22 City Commission Meeting. The Committee further discussed the need for City Commission approval for the consolidation of committee's monies, and the ability to use Giving Tree monies as well. Committee Member Lisle confirmed that the proposal is for banners only, as hardware is already on hand. The Committee continued discussions on what design to choose and how to personalize it.

MOTION: Motion made by Kimmeron Lisle, seconded by Rob Dumas, to approve the purchase of 25 Sunbrella banners in design No. 7, imprinted with “Key Colony Beach”, in the amount of \$5,450.00, which costs will be shared equally between the remainder Beautification budget for the current fiscal year and the Giving Tree account.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

City Administrator Dave Turner confirmed he will reach out to legal counsel.

5. Gardening and Landscaping Updates

a) Final Plan for Plants at City Hall (prior to demo) – None.

b) Kapok Tree: The Committee discussed if the Kapok Tree had been trimmed and what the trimming process involves. Committee Member Lisle explained the trimming process and what the main concerns are for the tree. Kimmeron Lisle explained that scheduling for the additional work on the Kapok Tree can be done when Public Works Department Head Mike Guarino is available for coordination.

c) Holiday Decorations: Kimmeron Lisle reported that Holiday decorations are typically put up the week before Thanksgiving and further reported having spent between 40 to 60 hours in volunteer hours in the previous year. The Committee continued discussion on organization for the volunteer day with Kimmeron Lisle informing that she is looking for a replacement for her position. Kimmeron Lisle further suggested the possibility of forgoing the volunteer party this year and to have Public Works putting up the decorations.

Kimmeron Lisle asked for a volunteer to take up her position, to which no other committee member volunteered to do so.

MOTION: Motion made by Kimmeron Lisle, seconded by Pam Geronemus, to forego the Volunteer Party this year, and to let Public Works install the Christmas decorations.

DISCUSSION: City Administrator Turner and Kimmeron Lisle discussed the purpose of the event insurance and what it entails, as well as the ability to obtain a cover page of the policy. City Clerk Gransee asked if Public Works Department Head Mike Guarino has to be present for the topic of Christmas decoration installations. Kimmeron Lisle confirmed that Public Works would only do the actual hanging of the decorations.

ON THE MOTION: Rollcall vote. Unanimous approval.

d) City Hall FFL Landscaping: City Administrator Turner reported that there are no updates as Claire Lewis has been non-responsive. City Administrator Turner stated to Kimmeron Lisle that he provide a plan view of the new city hall building. Kimmeron Lisle expressed her concern over Florida Friendly Landscaping losing interest in the project to which the City Administrator explained that everything has been sent to Ms. Lewis. Kimmeron Lisle and City Administrator Turner further discussed the need for an architect and purpose for the drawing.

6. Board Member Items for Discussion/Approval – None.

7. Beautification Award: None during the Summer season to be started again in October 2022.

8. Next Meeting: Tuesday, October 11, 2022, 10:00 a.m. – City Clerk Gransee explained that she will be out of town on the proposed date and asked for a possible alternative date. The Committee discussed possible meeting dates, with City Clerk stating she will reach out to the Committee with alternative meeting dates.

The Committee asked City Clerk Gransee on the correspondence received regarding a possible new volunteer for the Beautification Committee. City Clerk Gransee explained the correspondence received and asked for the Committee to reach out to the resident.

The Committee further discussed the need for an additional Committee member and Rob Dumas informing that this will be his last year serving on the Committee due to leaving the Keys.

9. Adjournment: The meeting adjourned at 10:34 a.m.

Respectfully submitted,
Silvia Gransee
City Clerk

ADOPTED January 10, 2023
Silvia Gransee
City Clerk