

MINUTES

Beautification Committee

Tuesday, October 4th, 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 Chair Greg Burke. **Members present:** Greg Burke, Kimmeron Lisle, Pam Geronemus, Sandy Bachman. **Excused:** Dave McKeegan **Also Present:** City Clerk Silvia Gransee, Public Works Department Head Mike Guarino.

2. Introduction Of Guests – Commissioner Ramsay-Vickrey, Utility Board Member Tony Appell.

3. Minutes – The minutes from the September 13th were not adopted. Discussion took place on what details should be included in minutes, how to ask for changes and corrections on minutes, and how to follow procedures.

Discussion on purchase procedures, best practices, and understanding of quote requirements followed. Further discussion ensued on responsibilities of the City Administrator and the Committee.

City Clerk Gransee recommended to table the discussion until the next meeting to properly place discussion items on the agenda. Kimmeron Lisle stated agreement on the suggestion.

Chair Greg Burke allowed for the meeting to skip to agenda item 6 in light of the City Administrator having to leave early to attend a separate meeting. The Chair had no objection.

Kimmeron Lisle asked for a follow-up on palm trees in the city hall park and what process has to be followed for city property. City Administrator Turner informed that legal has been contacted on the issue. Further discussion ensued on government property, bid processes, and if it can be given away.

Kimmeron Lisle asked on the details of the event insurance policy. City Administrator Turner explained the policy coverage and that the insurance is not part of the Beautification budget. Further talk followed on seeing a copy of the policy, and explanations of line-item placements in the budget.

Kimmeron Lisle made a public records request for a copy of the insurance policy.

Further discussion followed on budget questions and how to obtain architect plans from Florida Friendly Landscaping.

The Committee reviewed the vote from the August meeting on allocating monies for an additional mound, as well as the vote on purchasing Trinette's. Further discussion on the replacement of

Trinette's took place. The Committee discussed taking an additional vote on purchasing Trinette's but decided against it.

Further conversation ensued on mulch purchases under the beautification budget and the correct process to follow.

City Administrator Turner had to leave to attend a separate meeting.

4. Treasurer's Report – *Sandy Bachman gave an update on expenditures in the prior month. The Committee considered spending for mulch in the upcoming fiscal year and how much is needed. The Treasurer further talked about monies in the Giving Tree account including expenditures and donations received, as well as possible future project. The Committee further discussed the addition of a mound and why the proposal was not presented to the Commission. The Committee continued discussions on spending requirements and how monies can be spent, as well as discussions on not being able to present the banners to the Commission. Discussion continued on the banners including spending, not being able to present to the Commission, the City Administrator's role and wanting to address the issue with the Commission. The Committee continued discussing banners, the insurance policy, and Christmas decorations.*

5. Gardening and Landscaping Updates

6. Board Member Items for Discussion/Approval

7. Beautification Award: *Sandy Bachman reported on reaching out to a possible new beautification committee volunteer who suggested to consider backyards for beautification awards. Conversation continued on how 7th Street front yards differs in appearance. Greg Burke talked about code regulations for green strip and tree requirements. City Clerk Gransee suggested for Greg Burke to contact the Code Enforcement Officer on code questions. The Committee further discussed if committee members are insured on city property and the necessity to see the insurance policy.*

Sandy Bachman made her recommendations to the committee for the beautification award. The Committee discussed the recommendations.

MOTION: *Motion made by Sandy Bachman, seconded by Kimmeron Lisle, to choose 250 9th Street, for the Beautification Award.*

DISCUSSION: *None.*

ON THE MOTION: *Rollcall vote. Unanimous approval.*

8. Next Meeting: *Tuesday, November 8, 2022, 10:00 a.m. – The Committee discussed possible alternate dates due to November 8th being election day. The Committee agreed for the City Clerk to organize the alternate dates.*

Dave McKeehan suggested "Volunteer Donations for the West Coast" as an agenda item for the November meeting.

9. Adjournment: *The meeting adjourned at 11:07 am.*

Respectfully submitted,
Silvia Gransee
City Clerk

ADOPTED: January 10th, 2023
Silvia Gransee
City Clerk