

# **MINUTES**

## **Beautification Committee**

*Tuesday, May 9, 2023 – 10:00 a.m.*

*Key Colony Inn Banquet Room, 700 W. Ocean Drive, Key Colony Beach, Florida & virtually via Zoom Conferencing.*

**1. CALL TO ORDER and ROLL CALL:** *The meeting was called to order by Vice-Chair Sandy Bachman at 10:00 am followed by Rollcall. Present: Dave McKeehan, Vice-Chair Sandy Bachman, Jo Corso, Alternate Sandra Glassman, Pam Geronemus. Also present: City Clerk Silvia Gransee, Administrative Assistant Tammie Anderson.*

**2. AGENDA ADDITIONS, CHANGES, OR DELETIONS:** *Sandy Bachman added the Sunset Trimming issue to the agenda. The Committee agreed.*

**3. INTRODUCTION OF GUESTS:** *None.*

**4. CITIZEN COMMENTS & CORRESPONDENCE:** *None.*

**5. MINUTES:** *The April 11, 2023, minutes were approved by motion.*

**MOTION:** *Motion made by Pam Geronemus to approve the minutes from the April 11, 2023, meeting. Jo Corso seconded the motion.*

**DISCUSSION:** *None.*

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

**6. BUDGET UPDATE:** *Sandy Bachman gave the budget update and reported on last months approved transfer and expenditures.*

### **7. GARDENING AND LANDSCAPING UPDATES**

**a. Mulching Party Update:** *Dave McKeehan updated on the mulching party on the Coconut Path and informed of an additional mulching party on the upcoming Saturday and gave details on the work that was completed.*

**b. Update on Ixora Replacement:** *Sandy Bachman reported that the replacement was completed.*

### **8. COMMITTEE MEMBER ITEMS FOR DISCUSSION/APPROVAL**

**a. Christmas Decorations Inventory**

*i. Budget line-item transfer*

*ii. Prior Christmas wreath purchase*

*iii. Estimates for Christmas Replacement Decorations*

*Dave McKeehan reported on inventory for the Christmas decorations and updated on items needing replacement and anticipated costs. The Committee continued discussions on Christmas decorations as well as voicing questions on the Tiki Hut replacement at Sunset Park. The Committee continued discussions on possible purchases and available monies. City Clerk Gransee explained the available monies in the Beautification budget. The Committee continued discussions on the budget, Giving Tree, and best use.*

**MOTION:** *Motion made by Dave McKeehan to transfer \$1,000.00 from 575-030, and \$1,000.00 from 575-040, for a total of \$2,000.00 into 575-050. Jo Corso seconded the motion.*

**DISCUSSION:** *None.*

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

*City Clerk Gransee informed on purchasing requirements. The Committee discussed pricing on Christmas trees. The Committee chose Dave McKeehan to obtain quotes for Christmas decorations to present at the next meeting.*

**b. Follow-up on entrance sign:** *City Clerk Gransee spoke to the Committee on the topic and informed that the previous suggestion on repairs was not a feasible solution. The Committee continued discussions on the sign. During discussions the Committee informed of the resignation of Chair Greg Burke from the Beautification Committee. After further discussion the Committee passed the needed repairs on the entrance sign to the City.*

**c. Discussion/Approval of a Sunbelt Manlift Rental for Banner Hanging:** *City Clerk Gransee informed that the bucket truck previously used for banner hanging was broken and presented a quote for the rental of a manlift for the Committee to approve. Discussion followed on future manlift rentals and cost expectations. Sandy Bachman asked for a motion to approve the rental of a manlift not to exceed \$930.00 for the hanging of the banners for Memorial Day through 4<sup>th</sup> of July.*

**MOTION:** *Sandy Bachman asked for a motion to approve the rental of a manlift not to exceed \$930.00 for the hanging of the banners from Memorial Day through 4<sup>th</sup> of July. Sandra Glassman seconded the motion.*

**DISCUSSION:** *None.*

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

**d. Discussion/Approval of Summer Meeting Schedule:** *Sandy Bachman spoke on the agenda item and the Committee discussed availability for attendance during the Summer month. The Committee further discussed vacant Committee seats and agreed upon adding the topic to the next agenda.*

**MOTION:** Motion made by Pam Geronemus to cancel the June Beautification Meeting. Sandra Glassman seconded the motion.

**DISCUSSION:** None.

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

Sandy Bachman asked for budget requests to be brought to the next meeting as well as any additional purchases for the current fiscal year.

City Clerk Gransee informed that the topic of remote meetings will be discussed at the next Commission meeting.

**9. DISCUSSION/APPROVAL FOR UPCOMING BEAUTIFICATION AWARD:** Sandy Bachman informed on the May Beautification award having been presented to 220 15<sup>th</sup> Circle. The Beautification Committee awards will begin again in November.

**Additional Agenda Item:** Sunset Park Trimming. Sandy Bachman reported on the topic and asked if the issue was resolved. City Clerk Gransee confirmed on the issue being resolved and advised for additional questions to be directed to City Administrator Dave Turner.

Sandy Bachman informed of the passing of Carrol Gross. Dave McKeehan suggested for the purchase of a memorial plaque honoring Carrol Gross. The Committee agreed and the item will be placed on the next agenda.

**10. NEXT MEETING:** Tuesday, July 11<sup>th</sup>, 2023, 10:00 am.

**11. ADJOURNMENT:** The meeting adjourned at 10:50 am.

Respectfully submitted,  
*Silvia Gransee*  
City Clerk

**APPROVED:** July 11<sup>th</sup>, 2023  
*Silvia Gransee*  
City Clerk