

# MINUTES

## Beautification Committee

Tuesday, April 9<sup>th</sup>, 2024 – 10:00 a.m.

Marble Hall, 600 W. Ocean Drive, Key Colony Beach, Florida &  
via Zoom Conferencing.

1. **CALL TO ORDER and ROLLCALL:** The Key Colony Beach Beautification Committee meeting was called to order by Chair Sandy Bachman followed by rollcall. **Present:** Chair Sandy Bachman, Vice-Chair Pam Geronemus, David McKeenan, Sandra Glassman, 1<sup>st</sup> Alternate Mary Kohl. **Also present:** Mayor/City-Administrator Joey Raspe, Public Works Department Head Mike Guarino, Administrative Assistant Tammie Anderson, City Clerk Silvia Gransee.

**Public Attendance:** 5

2. **AGENDA ADDITIONS, CHANGES, OR DELETIONS:** Chair Bachman asked for the addition of Dave Nussdorfer's letter for the consideration of Christmas decorations at Sunset Park. City Clerk Gransee asked for the addition of the recommendation by the Recreation Committee for input from the Beautification Committee on the construction of a Kiosk for fitness walks.

3. **INTRODUCTION OF GUESTS:** City Clerk Gransee introduced guests in attendance.

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

### 5. MINUTES

- a. Beautification Meeting Minutes March 12<sup>th</sup>, 2024: Chair Bachman asked for any changes to the minutes. There were none and Chair Bachman accepted the minutes as written.

### 6. BUDGET UPDATE

- a. March Budget Report
- b. Giving Tree Report
- c. Budget Requests for FY 2024/2025

Vice-Chair Geronemus gave the budget report for March and informed on available monies in the Giving Tree. Chair Bachman informed on the monies collected from the 'Hot Dogs in the Hut' event earmarked for plantings around City Hall.

Chair Bachman informed that the time for budget requests for the upcoming fiscal year to be approaching and asked Committee members to provide ideas at the next meeting.

Chair Bachman asked to bring any possible purchase items to the next meeting for discussion. City Clerk Gransee reminded of the discretionary spending allowance for the Committee.

### 7. GARDENING AND LANDSCAPING UPDATES

- a. **Work Party Updates:** Dave McKeenan gave the work party update and informed on work parties held over the last month including work done at the trail along the canal walk. Dave McKeenan informed on a new quote from Brightview to replace the gap in the Ixora hedge alongside Marble Hall and asked for approval of the amended quote.

**MOTION:** Motion made by Dave McKeenan to approve the amended quote.

Chair Bachman asked if the old plants will be removed. Dave McKeehan informed that only new plants will be added to fill in the gaps and for the Committee to be responsible for irrigation. Dave McKeehan estimated for the new plants to mature in one to three years and confirmed the type of plant being installed. Dave McKeehan further talked on the possible removal of grass and for it to be a separate cost for the Beautification Committee.

**MOTION:** Dave McKeehan restated his motion to approve the quote from Brightview in the amount of \$800.00 for the replacement of the Ixoras along the west side of Marble Hall. Vice-Chair Geronemus seconded the motion.

**DISCUSSION:** City Clerk Gransee informed that the quote included in the agenda packet was in the amount of \$623.92. Dave McKeehan asked to keep the approved amount at \$800.00 to give room for changes. Chair Bachman agreed and asked for rollcall. Dave McKeehan confirmed to Mayor Raspe for the plants not being planted directly against the building. Mayor Raspe gave approval to go ahead with the project.

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

**b. Work Party Schedule:** Chair Bachman asked if any additional monies were needed to complete projects. Dave McKeehan informed on the need for more mulch and agreed on the purchase for two pallets.

**MOTION:** Motion made by Dave McKeehan to order two pallets of cypress blend mulch for storage at Public Works. Sandra Glassman seconded the motion.

**DISCUSSION:** None.

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

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

### **a. Continued Discussion/Approval on the Beautification Plan for the City Hall Garden**

#### **i. Discussion/Approval of the Brightview Proposal from March 28, 2024 for \$623.92:**

Chair Bachman introduced the agenda item and asked for Committee Members to bring ideas to the next meeting on how to decorate the City Hall garden. Dave McKeehan suggested to start with work at the waterfront garden and informed on the need to replace the Lignum Vitae that died during the replanting of the tree. Dave McKeehan informed on price and suggested to bring back a proposed budget at the next meeting for the plantings of the repair of the waterfront garden. Dave McKeehan further talked on the need to ensure the irrigation system is working and further talked about expected costs for the waterfront garden. Chair Bachman informed on the use of bromeliads for the benefit of not using a lot of water and the ease of transplanting. Dave McKeehan cautioned on the use of Asparagus ferns. Chair Bachman asked to bring back ideas at the next meeting and stated to contact Florida Friendly on suggestions for plants.

#### **ii. Offer of 7 aluminum trellis-like fence sections for use by Beautification Committee. Potential use as replacement trellis around air conditioning units at City Hall.**

Chair Bachman introduced the agenda item and Dave McKeehan elaborated on the topic. Dave McKeehan informed for the trellis's to be a donation from a resident who is willing to powder coat the fencing at his expense. Dave McKeehan informed that a location has to be agreed upon that is hurricane safe and not interfere with maintenance. Dave McKeehan continued explaining that the existing trellis by the City Hall building to be in bad shape and recommended to place the replacement around the AC pad that is closest to Sadowski Causeway for visibility improvement. Dave McKeehan suggested to mount the new one with stainless steel brackets and to coordinate with Public Works Department Head on the installation. Dave McKeehan spoke of the possibility of removing the trellis's if necessary and gave further explanation on installation and what plants to use.

The Committee thanked all the volunteers who helped with cleaning the City Hall garden. Dave McKeehan asked for approval to go forward with the project and for the work to be done in stages. Mayor/City Administrator Raspe approved to go forward with the project.

**b. Continued Discussion/Approval on the Beautification Improvement Plan for the Retention Pond**

- i. Presentation by Dave McKeehan**
- ii. Questions/Answers for Jason Shepler**

Chair Bachman introduced the agenda item. City Clerk Gransee informed of the upcoming Townhall meeting on April 15<sup>th</sup> for public input on the possibility of solar at the Retention pond.

Dave McKeehan spoke on the purpose behind his presentation to improve the aesthetics of the Retention Pond. Dave McKeehan spoke on the requirements of performance and design requirements of the Pond and the need for a more comprehensive approach.

Dave McKeehan thanked City Engineer Jason Shepler for attending the meeting and having assisted with the project.

Dave McKeehan presented his slide show on the Retention Pond Study for Beautification and Restoration and informed on studies and documentation that have been completed to this day. Dave McKeehan provided photographic images of the Pond and explained measurement techniques, and water retainment and evaporation after heavy rain events. Dave McKeehan continued his presentation providing graphs on storage volume and gave preliminary observations on the state of the Retention Pond including drain rates, injection wells, and saltwater levels. Dave McKeehan gave suggestions on further work to confirm the potential to restore draining and incorporate salinity data into ground water data.

Dave McKeehan gave several preliminary recommendations on going forward including details on pricing, maintenance cost, and implementation costs.

Chair Bachman thanked Dave McKeehan for his presentation and for the presentation to have been shared with the Utility Board and for the project to be a collaborative effort between the Utility Board and Beautification Committee.

Vice-Mayor Foster talked on the responsibilities for different groups and for City Engineer Jason Shepler to evaluate all findings in order for the Commission to make a ruling on. Vice-Mayor Foster informed that Jason Shepler has the knowledge to come to a solution.

Jason Shepler thanked Vice-Mayor Foster and Dave McKeehan and spoke on the main concern of the pond not being in conformance with the original design and the potential risk on losing monetary expenditures. Jason Shepler informed on the possibility of current appropriations to be modified to bring funding to the solution and to be working with the Utility Board and Beautification Committee.

Sandy Bachman asked on flooding differences in different areas on 7<sup>th</sup> and 8<sup>th</sup> Street.

Dave McKeehan explained the functioning of the swales being in conformance opposed to the pond and the drainage issues for 7<sup>th</sup> Street, Shelter Bay, and 8<sup>th</sup> Street have to be looked at as a whole.

Vice-Mayor Foster suggested to look at sketches from Jason Shepler with information on elevation and the road, swale and drain locations to assist in the drainage of 8<sup>th</sup> Street.

Dave McKeehan informed on a possible improvements over time for the swales which would not interfere with the exercise trails and improve the look.

Mary McKenny, 1220 Coury Drive, thanked Dave McKeehan for his comprehensive work on the subject. Ms. McKenny informed having attended a Utility Board meeting before with questions on improvements and in addition asked for the potential for a grant application. Dave McKeehan advised for the City Commission to be able to answer the question on grants and for the Committee to provide the Commission with all resource to achieve a high probability of approval.

Chair Bachman informed on an having been approached by a resident to be an additional source for grant writing.

Dave McKeehan confirmed to go to the next Utility Board Meeting to provide the same information as today and give transparency to the Board. Dave McKeehan informed that further work has to be done to ensure the functioning of the Pond.

Tom DiFransico, 171 8<sup>th</sup> Street, spoke on the design criteria for the Retention Pond and previous discussions on the drainage of the pond functioning as a filter for chemicals from the golf course to prevent a runoff in the water. Tom DiFransico asked for a design requirements for drainage and filtration of the Retention Pond and the possibility for a chemical control.

Jason Shepler confirmed the requirements for treatment volume and explained the capturing of pollutions and gave details on rules and design intent.

City Clerk Gransee confirmed for Dave McKeehan to be able to present before the Utility Board with consensus from the Committee. The Committee gave their consensus.

**c. Discussion/Approval on a selection of a Holiday Banner from Brandano**

Chair Bachman introduced the agenda item and invited the Committee for discussion on the selection of new holiday banners. The Committee discussed preferences on color, design, and wording.

Chair Bachman asked for a motion.

**MOTION:** Motion made by Vice-Chair Geronemus to choose Option B Starfish and keeping the Happy Holidays verbiage. Chair Bachman asked for a second. Sandra Glassman seconded the motion.

**DISCUSSION:** Chair Bachman confirmed the banners to be from Brandano and stated to vote on the funding next. City Clerk Gransee confirmed the design with the Committee.

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

Chair Bachman asked for discussion for funding on the banners and confirmed material and pricing. Chair Bachman informed of available monies in the Beautification budget and Giving Tree. The Committee discussed possible rollover of monies. City Clerk Gransee recommended rolling over monies from maintenance and plantings to holidays. The Committee continued discussing the amount of monies to roll over and the amount of monies to use out of the Giving Tree.

**MOTION:** Motion made by Sandy Bachman that funding will be with the monies left over from the holidays supplies in the amount of \$1,719.60, to use \$3,000.00 out of plantings into holiday, and take \$1751.00 out of Beautification Maintenance, and for the remainder to be supplied out of the Giving Tree.

**DISCUSSION:** None.

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

**MOTION:** Motion made by Chair Bachman to order 30 banners. Vice-Chair Geronemus seconded the motion.

**DISCUSSION:** City Clerk Gransee confirmed the order of 30 banners in the amount of \$238.00 each.

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

~~d. Alternate Quote on banner replacement: deleted~~

**e. Presentation by Richard Pflueger on Key Colony Fitness Walks and the installation of a Kiosk.  
\*\*addendum\*\***

Recreation Committee Chair Richard Pflueger informed on the Recreation Committee's approval of going forward with the concept of promoting wellness and fitness amongst homeowners and visitors in Key

Colony Beach. Richard Pflueger talked about the idea of the implementation of a kiosk with routes on fitness loops at a central location alongside sharing information on community events. Richard Pflueger asked the Beautification Committee for thoughts on design and input on how to move forward.

Chair Bachman thanked Richard Pflueger and suggested to include the Sadowski Causeway to the fitness loops.

Chair Bachman stated to like the idea and to have a discussion on the topic at the next Committee meeting.

**e. Request for consideration to decorate Sunset Park by Dave Nussdorfer \*\*addendum\*\***

Chair Bachman introduced the agenda item and informed on Dave Nussdorfer's request. Chair Bachman recalled the previous year's decoration and to check with the city on permissions to leave lights on for two hours. Chair Bachman spoke on previous attempts to use solar power and difficulties with passing cars turning off the solar. Chair Bachman stated for this to be a good idea and to put money in the upcoming budget. Mayor Raspe stated to love the decorations and lights during Christmas time but cautioned on the lights by the water causing problems for the Police. Mayor Raspe suggested to keep the lights closer to the parking area and not the observation pier.

**9. DISCUSSION/APPROVAL FOR UPCOMING BEAUTIFICATION AWARDS**

**a. April Award: Nomination for 360 12<sup>th</sup> Street**

Chair Bachman introduced the agenda item and informed for Vice-Chair Geronemus having made a recommendation for the award. Vice-Chair Geronemus informed having watched the house being rebuilt and stated uncertainty on the property being occupied. Mayor Raspe informed having met the property owners and for the owners being in the city the majority of the year. Mayor Raspe informed that a certification of occupancy was issued and the property to be a good choice for the award. Chair Bachman stated to obtain contact information after the vote and to make plans for the presentation after. Chair Bachman further informed for the award to be the last one before the Summer and the awards to reconvene in October.

**MOTION:** Motion made by Pam Geronemus to award the April Beautification Award to 360 12<sup>th</sup> Street. Dave McKeehan seconded the motion.

**DISCUSSION:** None.

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

**10. NEXT MEETING:** Tuesday, May 14<sup>th</sup>, 2024, 10:00 am: 11.26

Chair Bachman invited volunteers to continue helping with the maintenance of the gardens which Dave McKeehan supported.

**11. ADJOURNMENT:** The meeting adjourned at 11:26 am.

Respectfully submitted,

*Silvia Gransee*

City Clerk

**ADOPTED: May 14, 2024**

*Silvia Gransee*

City Clerk

