

MINUTES

Beautification Committee

Tuesday, May 14th, 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 at 10:00 am followed by Rollcall. **Present:** Dave McKeehan, Chair Sandy Bachman, 1st Alternate Mary Kohl. **Absent:** Pam Geronemus, Jo Corso. **Also present:** Mayor/City Administrator Joey Raspe, Administrative Assistant Tammie Anderson, City Clerk Silvia Gransee.

Public Attendance: 2

2. **AGENDA ADDITIONS, CHANGES, OR DELETIONS:** None.
3. **INTRODUCTION OF GUESTS:** Chair Bachman recognized the Commissioners in attendance.
4. **CITIZEN COMMENTS & CORRESPONDENCE:** None.
5. **MINUTES**
 - a. Beautification Meeting Minutes April 9th, 2024

Chair Bachman asked for any changes or additions to the minutes. There were none and Chair Bachman accepted the minutes as written.

6. BUDGET UPDATE

- a. **April Budget Report:** Chair Bachman reported on expenses in April. City Clerk Gransee elaborated on expense details and transfers made into the holiday line item budget. City Clerk Gransee reported not having received an invoice from Brandano at this time nor an estimated delivery time. Chair Bachman agreed that the purchase process is being a slow.
- b. **Giving Tree Report:** Chair Bachman reported on having received donations from Joe Turgeon for the use of monies at Sunset Park and the sign at the park. Chair Bachman informed on the Committee's ability to paint the sign and for Public Works Department Head Guarino to look at possible repairs. City Clerk Gransee confirmed to ask Public Works Department Head Guarino to take a look at the sign. The Committee discussed the condition of the sign and needed repairs.
- c. **Budget Requests for FY 2024/2025**
 - i. **Budget proposal for plantings for the Waterfront Garden:** Mayor Raspe confirmed to the Chair for the footprint of the City Hall building to remain the same. Chair Bachman suggested to consider landscaping the entire building in the following year. Mayor Raspe confirmed to believe construction to be completed by the end of the following budget year and stated for the rehab of the building still to be determined. Chair Bachman stated for budget purposes to come up for a budget for the entire building for the next fiscal year.
The Committee discussed the amount of monies needed to complete the Waterfront garden and the possible use of a landscape architect for a low maintenance design around City Hall. Dave McKeehan informed for Brightview having agreed to remove the grass by the Post Office at no charge and to use bromeliads for replacements. Dave McKeehan suggested to budget for six or seven bromeliads in addition to an accent plant with an estimated \$1,200.00. Dave McKeehan

stated for this estimate not to include installation and further commented on the possible use of the grasses to be used somewhere else in the city. Mayor Raspe confirmed for the new Tiki Gazebo being in the need of landscaping and for the Beautification Committee to inform if additional monies are needed for landscaping. Commissioner Colonell asked on the jurisdiction for the restaurant sign on Ocean Drive. Vice-Mayor Foster stated to reach out to the restaurant owner. Chair Bachman asked David McKeehan to state his motion.

MOTION: Motion made by Dave McKeehan to contact Brightview and to proceed with the removal of the grasses and transport to another area for possible replanting's and to budget \$1,000.00 for plants around the royal palms and tentatively bromeliads. Sandra Glassman seconded the motion.

DISCUSSION: Dave McKeehan confirmed for the monies to be used of the Giving Tree for the purpose. Chair Bachman confirmed for the Hot Dogs in the Hut monies to be used for this purpose and suggested waiting for the beginning of rainy season for the planting.

ON THE MOTION: Rollcall vote. Unanimous approval.

Chair Bachman asked Mayor Raspe on the deadline for submittal for budget requests. The Committee discussed needs for the upcoming fiscal year and anticipated projects. Dave McKeehan explained for timelines for major installations of new plants to slip into the next year. Chair Bachman agreed but stated the importance of formulating a plan and to further address the matter at the July meeting.

ii. Other Budget Requests

7. GARDENING AND LANDSCAPING UPDATES

- a. Work Party Updates –David McKeehan reported that an initial 10 work parties were scheduled in the beginning of the year with the last one planned for the following Saturday on May 18th. Dave McKeehan informed on completed and outstanding work parties including the Barrier Garden. Chair Bachman informed of the garden looking to lack water and asked if Public Works Department Head Guarino can take a look at the watering system. Dave McKeehan confirmed for the Committee to complete mulching in the Memorial Garden coming up. Chair Bachman spoke on the benefits of having shorter more frequent work parties to maintain the gardens during the summer and informed for the Front Garden being in need of water as well.
- b. Work Party Schedule: See under 7a.

8. COMMITTEE MEMBER ITEMS FOR DISCUSSION/APPROVAL

- a. Continued Discussion/Approval on the Beautification Improvement Plan for the Retention Pond
 - i. Presentation by Dave McKeehan: Field Trial 2024 – A Joint Effort by the Utility Board & Beautification Committee

David McKeehan gave his presentation on the beautification of the retention pond and gave details on the proposed field program. Dave McKeehan informed on the proposed tests for the purpose of monitoring plants and drilling boreholes to monitor water levels and chemistry. Dave McKeehan informed on the need to have a monitor for data collection and waiting for input from Jason Shepler on the matter. Dave McKeehan informed that the Utility Board would lead the borehole program and the Beautification Committee the plant trial and initial watering of the plants. David McKeehan informed on the necessity of monitoring the soil and cautioned that the South Florida Water Management District will require a professional soil sample monitor. David McKeehan confirmed for the Utility Board being in agreement with the proposal and gave further details on the proposed field trial. David McKeehan spoke on the

proposed cost sharing between the Beautification Committee, the Utility Board, and the City Commission in addition to possible donations by residents. David McKeegan informed on estimated costs but stated for the estimate not to include Mittauer's monitoring costs.

David McKeegan further talked on possible trial sites and commented for the central site to be ideal. David McKeegan spoke about possible plant arrangements in the pond and stated to be waiting on quotes for installation. David McKeegan stated that depending on City Commission approval and the agreement on monies work could be started next week. Mayor Raspe cautioned to complete the work while the weather is still dry. David McKeegan agreed and for all the work to be able to be completed within a day. David McKeegan stated to understand consensus on the project and gave further details on the proposed plants, number of boreholes, and informed that the proposal is in inexpensive way for a benchmark study. David McKeegan informed for Public Works Department Head Guarino having designed a cover for the bore holes for safety. Commissioner DiFransico asked if the use of a hydrologist or geologist in the assessment of bore holes was considered. David McKeegan stated for Jason Shepler to have looked at the matter but to further discuss it. David McKeegan further stated to believe the ability to use a city employee with proper training for the data recording. Commissioner DiFransico stated for this to be the easier and less expensive option and suggested for the Utility Board and the City to share the cost for the project. Vice-Mayor Foster asked for confirmation for the bore holes to obtain sampling for salinity reports. David McKeegan confirmed this to be one part of the reason and further explained it to be to measure the sickness of the freshwater. Vice-Mayor Foster cautioned of difficulties with the sampling method once the pond gets wet. Vice-Mayor Foster information on ongoing efforts to reallocate grant monies for this project and the importance of following timelines and the possibility of condensed monitoring phases. David McKeegan informed that a monitoring period of one year is not necessary and confirmed that the retention pond to be at risk and not functioning. David McKeegan confirmed understanding to Vice-Mayor Foster on the possibility of the need of changing of the classification of the retention pond to a wet pond. Vice-Mayor Foster commended David McKeegan for his work on the project.

David McKeegan confirmed for the plants to be viable in a wet system.

David McKeegan asked for consensus on the project from the Beautification Committee. Chair Bachman agreed. David McKeegan made a motion.

MOTION: Motion made David McKeegan to allocate \$1,000.00 out of the Giving Tree for the expressed purpose of the retention pond studies. Sandra Glassman seconded the motion.

DISCUSSION: Chair Bachman stated for it to be worthwhile and a good start for the matter. The Committee agreed.

ON THE MOTION: Rollcall vote. Unanimous approval.

b. Discussion/Approval of the refurbishment of the Sunset Beach Sign & Sunset Park Beautifications and Improvements

ii. Donation by Joe Turgeon to the Giving Tree

Chair Bachman reiterated for the Public Works Department to look at the sign and asked for additional ideas for Sunset Park improvements to be brought back at the next meeting.

**c. Discussion/Approval for ideas for the design of a Kiosk as discussed during the last meeting:
tabled**

d. Discussion/Approval for the selection of plants for the City Hall garden: David McKeegan spoke on the donated trellis's and the type and number of plants that are needed plants needed. David McKeegan explained the proposed location and estimated a cost of \$150.00 dollars. David McKeegan further informed for three additional sections being available if satisfied with the current project. Chair Bachman asked for motion.

MOTION: Motion made by David McKeehan to purchase 10 plants at an estimated \$15.00 each with a total allotment of \$200.00 coming out of the Giving Tree. David McKeehan informed for this money to represent the last monies out of the Hot Dogs in the Hut event. Sandra Glassman seconded the motion.

DISCUSSION: The Committee discussed what plant color to choose and agreed upon yellow.

ON THE MOTION: Rollcall vote. Unanimous approval.

9. DISCUSSION/APPROVAL FOR UPCOMING BEAUTIFICATION AWARDS – None during the Summer.

10. NEXT MEETING: The Committee agreed upon holding the next meeting July 9th, 2024.

11. ADJOURNMENT: The meeting adjourned at 11:04 am.

Respectfully submitted,

Silvia Gransee

City Clerk

ADOPTED: July 9, 2024

Silvia Roussin

City Clerk