

# **MINUTES**

## **Beautification Committee**

Tuesday, June 10<sup>th</sup>, 2025 – 10:00 am

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:** Chair Sandy Bachman, Vice-Chair Pam Geronemus, Treasurer Dave McKeehan (via Zoom), Sandra Glassman, 1<sup>st</sup> Alternate Robert Michon. **Also present:** Public Works Department Mike Guarino, City Clerk Silvia Roussin, Administrative Assistant Tammie Anderson, Assistant City Clerk Danielle Spinola, Commissioner Tom Harding, Commissioner Doug Colonell (via Zoom).

**Public Attendance:** 0

2. **AGENDA ADDITIONS, CHANGES, OR DELETIONS**

City Clerk Roussin proposed adding an agenda item to promote Robert Michon to a full member of the Committee. Chair Bachman suggested including a discussion on the landscaping around the Public Works building. There were no objections, and Chair Bachman requested a motion.

**MOTION:** Motion made by Vice-Chair Geronemus to approve. Sandra Glassman seconded the motion.

**DISCUSSION:** None.

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

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

4. **CITIZEN COMMENTS & CORRESPONDENCE**

No correspondence was received. Chair Bachman mentioned that Michelle Smoot inquired about the hanging flower baskets and will follow up with Mayor Foster regarding this issue.

5. **APPROVAL OF MINUTES**

- a. April 8<sup>th</sup>, 2025
- b. May 13<sup>th</sup>, 2025

Chair Bachman asked for a motion to approve the meeting minutes from April 8<sup>th</sup> and May 13<sup>th</sup>, 2025.

**MOTION:** Motion made by Sandra Glassman to approve. Robert Michon seconded the motion.

**DISCUSSION:** None.

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

6. **BUDGET UPDATE**

- a. May Budget Report
- b. May Giving Tree Report
- c. 2025/2026 Budget Requests – Allocations

Dave McKeehan presented the May budget report, detailing expenditures for both the regular budget and the Giving Tree account, and noted that the remaining budget stands at zero. Chair Bachman remarked that the new mahogany trees are a nice addition to First Street Park and that the Color Garden looks good.

Dave commented on the budget requests and suggested that the insurance line item be reflected in the budget. Commissioner Harding confirmed that nothing further is needed.

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

### **a. State of All Gardens**

#### **i. Coconut Path, Butterfly Garden & Parking Lot – Robert Michon**

Robert Michon provided an update on upcoming gardening tasks and reported that the gardens appear to be in good condition. Chair Bachman informed about the donated milkweed plants from the Heitman Family, which are scheduled to be planted this week.

#### **ii. 1<sup>st</sup> Street & Sunset Park – Sandra Glassman**

Sandra Glassman reported that First Street Park looks great, and the new trees will provide good shade. She added that Sunset Park is wonderful, and Chair Bachman confirmed that flower bushes will be planted near the entrance sign and to be reaching out to Public Works Department Head Mike Guarino regarding watering needs.

#### **iii. 7<sup>th</sup>/8<sup>th</sup> Street & Detention Pond – David McKeehan**

Dave McKeehan reported that the final report on the Detention Pond Studies has been submitted, and additional data collection can proceed if needed. Dave McKeehan mentioned the initial plan to research suitable plants for the pond, and the findings have been submitted. Dave McKeehan also stated they are awaiting the construction of the new pond and are prepared to offer assistance if required. City Clerk Roussin provided information about a tentative bid award and contract at the upcoming City Commission meeting.

#### **iv. Waterfront Garden – Sandra Bachman**

Chair Bachman reported on communications with a resident regarding the current state of the Waterfront Garden, noting that improvements will be made after construction has ended. Chair Bachman further informed that flags have been placed in the post office pods and the memorial garden in honor of Memorial Day. A discussion followed on replacing the broken flowerpots in the garden and recognizing donors. Commissioner Colonell suggested transplanting the flowers, which the Committee supported. Public Works Department's Guarino informed the Committee that they would be able to transplant the plants, and the Committee would determine a location afterward.

#### **v. Front Gardens/Boulder – Pam Geronemus**

Vice-Chair Geronemus reported notable improvements in the Front Garden, and a new fertilizer will be tested on the few plants that are struggling.

#### **vi. Tiki & City Hall Garden – Sandy Bachman**

The Committee discussed identifying invasive species in the garden and potentially enlisting BrightView's help with the issue. Chair Bachman informed members about concerns regarding the palm trees near the Post Office and recommended checking with BrightView on this matter as well. Dave McKeehan provided an update on the Orchid garden and the state of the flowers,

leading to a discussion about iguana damage, types of flowers, and watering the orchid garden with a misting system during the dry season. A discussion followed on possible repairs to the fountain and the planting of additional flowers.

Vice-Chair Geronemus noted to test the fertilizer on the Ixoras by Marble Hall as well.

**b. City Beautification Project Update**

Chair Bachman informed that the pots by the Post Office are thriving but need some pruning.

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

**a. Discussion/Approval to promote Robert Michon from an alternate position to a full-time member.**

Chair Bachman asked for a motion.

**MOTION:** Motion made by Vice-Chair Geronemus to approve. Sandra Glassman seconded the motion.

**DISCUSSION:** The Committee expressed their gratitude for Robert Michon's involvement on the Committee.

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

Chair Bachman called a brief recess due to a power outage at 10:30 AM.

The meeting resumed at 10:37 AM.

**b. Discussion/Approval for the Beautification of the Public Works Building**

Chair Bachman suggested improvements to the landscaping around the Public Works Building, and after discussion, the Committee agreed to have BrightView provide an estimate on the matter.

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

The Committee discussed the maintenance needs for the Beautification award and decided to table the matter for the time being.

**10. ANY OTHER BUSINESS**

Robert Michon raised the question of a watering schedule for new plantings. Public Works Department Head Guarino confirmed the need for assistance on weekends, and the Committee agreed on a schedule for the next two weekends.

**11. NEXT MEETING:** Tuesday, July 8<sup>th</sup>, 2025, at 10:00 am.

**12. ADJOURNMENT:** The meeting adjourned at 10:45 AM.

Respectfully submitted,

*Silvia Roussin*

City Clerk

**ADOPTED: July, 8 2025**

*Silvia Roussin*

**City Clerk**