MINUTES

Beautification Committee

Tuesday, September 9th, 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 followed by Rollcall. **Present**: Dave McKeehan (via Zoom), Chair Sandy Bachman, Vice-Chair Pam Geronemus, Robert Michon (via Zoom). **Absent**: Sandra Glassman. **Also present**: Vice-Mayor Doug Colonell, Commissioner Kirk Diehl, Commissioner Tom DiFransico, City Administrator John Bartus, Public Works Department Mike Guarino, City Clerk Silvia Roussin, Administrative Assistants Par Darnall and Linda Jones.

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

   City Clerk Roussin announced the addition of the KCB Improvement List to the agenda and noted a correction under Item 11 for the next meeting date. There were no other changes, and Chair Bachman asked for a motion to approve the agenda.

   MOTION: Motion made by Vice-Chair Geronemus to approve. Robert Michon seconded the motion.
   DISCUSSION: None.
   ON THE MOTION: Rollcall vote. Unanimous approval.

3. **INTRODUCTION OF GUESTS:** Chair Bach introduced all guests in attendance.

4. **CITIZEN COMMENTS & CORRESPONDENCE**

   City Clerk Roussin informed of the following correspondence:

   On 07-20-2025, Elynn Eiss wrote to the Committee with suggestions for improving the palm trees near the Post Office.

   Chair Bachman asked for citizen correspondence.

   Commissioner DiFransico spoke about current and proposed improvements for the city, including a list of priorities being addressed by the Recreation and Beautification Committee to assist with budget planning. Commissioner DiFransico recommended considering ongoing maintenance costs alongside initial capital expenses.

5. **APPROVAL OF MINUTES**
   a. July 8th, 2025

   There were no changes to the minutes, and Chair Bachman asked for a motion to approve.

   MOTION: Motion made by Vice-Chair Geronemus to approve the minutes. Chair Bachman seconded the motion.
   DISCUSSION: None.
   ON THE MOTION: Rollcall vote. Unanimous approval

6. BUDGET UPDATE

- **a.** August Budget Report
- **b.** August Giving Tree Report

Dave McKeehan provided his budget update for the August Budget Report, Giving Tree Report, and the Beautification Project.

- **c. Mayor Foster's Beautification Committee Project**

Chair Bachman provided an update on beautification improvements made across the city over the past month. Chair Bachman presented the hanging flower baskets, which the Committee previously approved for purchase, that were delivered and explained their design and function. A discussion followed about the types of flowers to buy, available vendors, costs, and the possibility of using artificial flowers, including comparisons of price and lifespan.

MOTION: Motion made by Chair Bachman to approve the purchase of dirt and flowers not to exceed $1,500.00 using funds from the Giving Tree account. Dave McKeehan seconded the motion.
DISCUSSION: Dave McKeehan supported the use of funds for the project, and Chair Bachman mentioned receiving knowledgeable advice from community members.
ON THE MOTION: Rollcall vote. Unanimous approval.

7. GARDENING AND LANDSCAPING UPDATES

- **a.** State of All Gardens
    1. **Coconut Path, Butterfly Garden, and Parking Lot:** Chair Bachman commented that the gardens look great with the plants thriving after the past month's rains.

    2. **1st Street & Sunset Park –** Chair Bachman stated that Sunset Park looks great after various improvements were made.

    3. **7th/8th Street and the Detention Pond –** David McKeehan clarified that the proper name for the pond is a "Wet Detention Pond" and mentioned discussing it further under Item 8c, including the pond and expectations for oversight during the planting phase.

    4. **Waterfront Garden –** Chair Bachman commented that the garden looks good and referenced the previous discussion about moving the plants out of the broken flowerpots. A discussion then took place regarding the purchase of new plants, an efficient method for transplanting plants, and whether to continue using the fence or consider a replacement.

    5. **Front Gardens/Boulder –** Vice-Chair Geronemus provided an update on planting Vinka's around the 'What's-your-Hurry' sign and mentioned that the plants are thriving. Vice-Chair Geronemus also noted that the Ixoras are doing better, and the plants near the gas station are healthy.

    6. **Tiki & City Hall Garden –** Chair Bachman reported that the plants near the Tiki Hut are growing differently and mentioned that Brightview is taking good care of the City Hall garden. She also discussed plans to transplant the Ixoras near City Hall to the public works building and the golf course. Chair Bachman noted the need for ground cover in the orchid garden. A discussion ensued about the type of ground cover and the timing for planting, leading to a motion by Dave McKeehan.

MOTION: Motion made by Dave McKeehan to approve the expenditure of $200.00 for the purchase of ground cover for the Orchid Garden from the Giving Tree Fund. Chair Bachman seconded the motion.
DISCUSSION: None.
ON THE MOTION: Rollcall vote. Unanimous approval.

City Clerk Roussin reminded the Committee of the ability to spend up to $200.00 per month on needed items at will.

8. COMMITTEE MEMBER ITEMS FOR DISCUSSION/APPROVAL

a. Discussion/Approval of proposals by BrightView for Landscape Improvements
   1. Landscape Island at Golf Course Maintenance Shop for $980.09
   2. Landscape Island at the Public Works Building for $971.62

Chair Bachman suggested rejecting the proposals for Items 1 and 2 and instead moving the Ixoras as previously discussed. Chair Bachman informed about the Public Works Department's ability to handle the transplanting and improvements, and to allocate some funds for additional plants.

MOTION: Motion made by Chair Bachman to approve the expenditure of $1,000.00 out of the Giving Tree for plants in front of the Public Works garage and golf course building. Dave McKeehan seconded the motion.
DISCUSSION: Commissioner DiFransico reported on the floodproofing project for the Public Works building and recommended postponing landscaping plans until dry floodproofing is complete. Public Works Department Head Guarino confirmed they can prioritize the golf building first.
Commissioner Colonell suggested focusing efforts on the Golf Pro Shop and offered additional ideas for improvements, along with a timeline for the Hardening project. Commissioner Harding shared expectations regarding timelines and the project's possible completion by next fall. Commissioner Colonell provided further comments on the potential use of flower boxes and pots for improvements.
AMENDED MOTION: Chair Bachman amended her motion to only provide plants in front of the Public Works Workshop Building. Vice-Chair Geronemus seconded the amended motion.
ON THE MOTION: Rollcall vote. Unanimous approval.

   3. Landscape Island at the Tennis Court Entryway for $1,578.43

Chair Bachman described the improvements made to the tennis court, including adding a Tiki in the area. She also suggested that a landscape island isn't necessary with the current upgrades, which the Committee agreed with.

b. Discussion on received Public Input for Improvement Projects throughout the City
   1. Received Correspondence regarding the Request for Public Input

The Committee discussed the public suggestions for city improvement projects and reviewed the submitted proposals. They examined completed projects, evaluated potential future projects, and set priorities for their completion. Dave McKeehan agreed to provide a priority list for suggested improvements to present at the next meeting.

c. Detention Pond Landscaping

Dave McKeehan provided an update on the work done on the detention pond and shared details about the planned landscaping, which has been incorporated based on advice from the Committee and CPH Engineer Jason Shelpler. Dave McKeehan highlighted the importance of on-site oversight and acting as a liaison with Jason Shelpler. Dave McKeehan discussed contract responsibilities and offered additional comments on the proposed plants for different zones within the detention pond, as well as feedback on water levels and plant stress. Further discussions covered watering needs, current water quality, mosquito control by the county, fencing or signage, the county stocking the pond with small fish, and lighting for the fountains. Vice-Mayor Colonell added comments on the proposed fencing and pavers, along with additional discussion about suggested improvements for the pond. Chair Bachman confirmed the ability to serve as the on-site liaison, with Dave McKeehan confirming his availability via phone.

9. DISCUSSION/APPROVAL FOR UPCOMING BEAUTIFICATION AWARDS

Chair Bachman nominated Jamie McDonald, 711 W. Ocean, and the Continental Inn for the October Beautification Award. Chair Bachman encouraged the Committee to prepare a nomination list, and informed that the first vote will be held at the next meeting for the October Award.

Chair Bachman informed about the need for holiday preparations and suggested that the topic be included on next month's agenda for discussion.

10. ANY OTHER BUSINESS:

11. NEXT MEETING: Tuesday, August 12th, 2025, at 10:00 am. OCTOBER 14TH

12. ADJOURNMENT: The meeting adjourned at 11:38 AM.

Respectfully submitted,

Silvia Roussin

City Clerk

<u>ADOPTED:</u> October 14, 2025
Silvia Roussin
City Clerk