

MINUTES

Beautification Committee

Monday, November 10th, 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, Sandra Glassman, Dave McKeehan (via Zoom), Robert Michon (via Zoom). **Also present:** City Administrator John Bartus, Building Official Tony Loreno, Building Assistant Samantha Rodamer, Administrative Assistant Par Darnall, City Clerk Silvia Roussin.

Public Attendance: 5

- 2. AGENDA ADDITIONS, CHANGES, OR DELETIONS:** City Clerk Roussin informed of the agenda addition of a draft work party schedule under agenda item 9d, and a new item 9g for the proposed removal of the exercise station by the Detention Pond. There were no other changes, and Chair Bachman asked for a motion to approve.

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:** Guests attending attendance introduced themselves to the Committee.
- 4. CITIZEN COMMENTS & CORRESPONDENCE:** There was no correspondence.

Cindy Catto, Recreation Committee Chair, praised the Beautification Committee for their work in the City and announced a proposed protocol for new Recreation Committee Projects to be presented at the next City Commission meeting for approval.

- 5. APPROVAL OF MINUTES**

- October 14th, 2025: Chair Bachman asked for any changes to the meeting minutes. There were none, and Chair Bachman asked for a motion to approve.

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

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

- 6. BUDGET UPDATE**

- October Budget Report
- October Giving Tree Report

Dave McKeehan delivered the October budget update, covering available funds, expenditures, and allocations. Dave McKeehan provided details on expenditures and allocations from the Giving Fund and disclosed the remaining available funds.

7. GARDENING AND LANDSCAPING UPDATES

Chair Bachman proposed a reallocation of city garden oversight as follows:

- Orchid Garden & Post Office Tiki – Jo Corso
- Parking Garden & 7th Street – Robert Michon
- 1st Street Park & Sunset Park – Sandra Glassman
- Palm Path & Detention Pond – Dave McKeehan
- Coconut Path – Janiy Byland & Dave McKeehan
- Front & Boulder Garden – Pam Geronemus
- City Hall, Tiki, & Waterfront Garden – Sandy Bachman

Chair Bachman reminded to be on the lookout for an additional alternate for the Committee.

a. State of All Gardens

1. Coconut Path, Butterfly Garden & Parking Lot – Chair Bachman informed that the Coconut Path needs some work and to provide help with volunteers in the upcoming weeks.
 2. 1st & 7th Street & Sunset Park – Sandra Glassman reported that Sunset looks great and asked for advice about a small tree at 1st Street Park and the possibility of replacing it. Sandra Glassman also suggested adding more shade at 7th Street Park for children. Chair Bachman agreed and mentioned following up with the Mayor.
 3. Detention Pond – David McKeehan praised the Committee for their work at the Detention Pond and expressed pride in their efforts. Dave McKeehan cautioned to verify that the watering needs of the plants are being met. The Committee discussed planting methods, the possible need for hand watering, and the total number of plants ordered for the project. Chair Bachman mentioned that the project is funded by grant money, which McKeehan noted as a significant achievement for the Commission. Further discussions took place regarding additional sand coverage and improvements being made.
 4. Waterfront Garden – Sandra Bachman reported no new updates regarding the upcoming construction but mentioned planting red Vinca's near the Memorial Garden and advised reaching out to Public Works about access to the hose by that garden. Chair Bachman also said the landscaper will mark which plants can be moved in the garden for the Committee to decide where to transplant them.
 5. Front Gardens/Boulder – Pam Geronemus reported planting additional Vinca's near the 'What's Your Hurry' sign and mentioned difficulties in bringing water to the garden and suggested adding a spigot with a lock. Chair Bachman agreed that watering is a major challenge for the Committee.
 6. Tiki & City Hall Garden – Sandy Bachman reported that the flowerpots by the Post Office look good but need additional watering. City Clerk Roussin offered to provide a sign-up schedule for volunteers. Sandy Bachman also reported that the additional plants by the Tiki and the Orchid Garden look healthy, with the plants thriving.
8. **BEAUTIFICATION IMPROVEMENT LIST:** Chair Bachman reported on a suggestion by Vice-Mayor Colonell to add flowers at the Sadowski Causeway Bridge to the improvement list. The Committee discussed the available space and locations for plantings near the bridge, along with possible

improvements for the hanging flower baskets. The Committee agreed to review potential options for space in the area and consider the possibility of a cactus garden.

9. COMMITTEE MEMBER ITEMS FOR DISCUSSION/APPROVAL

a. Discussion and Recommendations on Establishing 'Mini Libraries' throughout the City

Sandra Glassman discussed the idea of establishing Mini-Libraries throughout the city and provided background on the Literacy Volunteers of America, including the use of refurbished newspaper boxes as mini-libraries. She suggested placing library locations near the Children's playground and Sunset Park, and noted that there may be longer wait times to receive the boxes. Chair Bachman supported the idea and recommended continuing the project. Additionally, Sandra Glassman proposed using a bookshelf in City Hall instead of a box.

b. Discussion and Recommendations for Purchasing a Purple Glory Tree

The Committee discussed watering needs, size, cost, and ability to purchase. Chair Bachman stated to follow up with the Mayor on obtaining an estimate for the tree.

c. Discussion and Recommendations on Promoting Community Involvement and Volunteerism

Robert Michon proposed implementing a work party sign to allow volunteers to sign up for the event via a QR code, creating pre-work party posts for upcoming projects, as well as follow-ups and new shirts for volunteers. Chair Bachman supported the ideas and mentioned the possibility of using email blasts through City Hall. Dave McKeehan also expressed support for the suggestions.

d. Review of Draft Work Party Schedule

Dave McKeehan spoke about the proposed work party draft schedule and provided information on proposed locations and dates for gardens throughout the city. Chair Bachman noted the need for a work party for the Coconut Path and Tiki Hut, with Dave McKeehan confirming that it would be added to the work party schedule for December 10th.

e. Discussion on Organizing the 2026 Hot Dogs in The Hut Event

Dave McKeehan reported on the organization of the annual event and provided information on proposed positions for the upcoming event.

f. Discussion/Review of Holiday Decorating Needs

The Committee discussed the upcoming holiday decorating schedule and the involvement of volunteers, as well as assistance from Public Works. Chair Bachman provided information on organizing the tree decorations for the Tiki by The Inn, 1st Street Park, and Sunset Park, with the Committee discussing upcoming holidays and opportunities for participation.

g. Suggested Removal of the Exercise Station by the Detention Pond **Agenda Addition**

Chair Bachman discussed the proposed removal of the exercise stations near the Detention Pond with the Recreation Committee, requesting their agreement and asking them to contact Public Works for the removal. Dave McKeehan spoke about previous discussions on the exercise stations and walkways by the pond, expressing hope to proceed with the suggested project. City Clerk Roussin informed that

the Recreation Committee had added the proposed project of Exercise Stations to their list of improvements and plans to apply for grants in the next cycle. City Administrator Bartus provided additional details about the upcoming grant application process for next year.

10. DISCUSSION/APPROVAL FOR UPCOMING BEAUTIFICATION AWARDS

Chair Bachman informed that the Property Owner for the November award is out of town and suggested that the additional approved nominee of the Continental Inn be awarded for November. The Committee agreed with Chair Bachman, stating they will follow up with the day for the award.

Chair Bachman discussed improvements for Sunset Park and recommended awarding it the December Beautification Award. She also suggested holding a concert in December to celebrate the season's opening and the improvements. City Clerk Roussin advised that the Committee should be able to vote on the award and the allocation of funds for a concert, and to follow up with the Mayor. Chair Bachman called for a motion.

MOTION: Motion made by Chair Bachman to award Sunset Park the December Beautification Award and hold a Welcome-Back Concert on December 7th (or alternate date), and to allocate \$1,000.00 for expenditures. Sandra Glassman seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

Chair Bachman confirmed to follow up with Mayor Foster.

11. ANY OTHER BUSINESS: Dave McKeehean announced he will be unavailable for the December meeting. Chair Bachman reminded everyone about the need for volunteers and an additional alternate.

12. NEXT MEETING: Tuesday, December 9th, 2025, at 10:00 am.

13. ADJOURNMENT: The meeting adjourned at 11:09 AM.

Respectfully submitted,

Silvia Roussin

City Clerk

ADOPTED: December 9, 2025

Silvia Roussin

City Clerk