

MINUTES
City of Key Colony Beach
Recreation Committee

Thursday, April 3rd, 2025 – 9:30 AM

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

1. **CALL TO ORDER and ROLL CALL:** The Key Colony Beach Recreation Committee Meeting was called to order by Chair Cindy Catto at 9:30 AM followed by Rollcall. **Present:** Chair Cindy Catto, Barbara Tatarchuk, Judy Burgett, Aleta Williamson, 1st Alternate Frank Tremblay. **Absent:** Vice-Chair Tom Alferes. **Also present:** Mayor Freddie Foster, Vice-Mayor Joey Raspe, Commissioner Tom Harding, Commissioner Doug Colonell, City Administrator John Bartus, Building Official Tony Loreno, Public Works Department Head Mike Guarino, 2nd Alternate David Evangelista, Administrative Assistant Cheryl Baker, City Clerk Silvia Roussin.

Public Attendance: 9

2. **APPROVAL OF THE AGENDA** (*Additions, changes, and deletions can be made via one motion and a second to approve by majority vote*)

City Clerk Roussin informed of the following agenda additions:

- Addendum to Item 9c: The Fact-Finding Committee's recommendation regarding the location of the basketball court.

There were no objections to the addition, and Chair Catto asked for a motion to approve the agenda.

MOTION: Motion made by Barbara Tatarchuk to approve. Judy Burgett seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

3. **MINUTES** - Approval of Minutes from March 6th, 2025

Chair Catto asked for any changes to the minutes. There were none, and Chair Catto asked for a motion to approve.

MOTION: A motion was made by Barbara Tatarchuk to approve. Aleta Williamson seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

4. **INTRODUCTION of GUESTS:** None.

5. **CITIZEN COMMENTS & CORRESPONDENCE**

Cara Reeves, a resident of KCB who attended the meeting via Zoom, reported observing heavy use of the basketball courts by many people in the community and believed in the importance of keeping the courts adjacent to the playground. Cara Reeves commented on the significance from a mom's perspective of supervising children while they play on the playground and basketball court and provided further comments on the shaded green space in the park. Cara Reeves further discussed the usage of the courts, suggesting

that tennis and basketball can coexist on the same facility. Cara Reeves provided additional comments regarding the location of the courts and the potential sound impact they may have.

David Evangelista thanked the Committee for his appointment to the Fact-Finding Committee and presented his report. David Evangelista recounted the events, meetings, and determinations that led to the formation of the Fact-Finding Committee. David Evangelista shared his expectations and impressions from previous communications with the Mayor, the Building Official, and the Head of the Public Works Department. David Evangelista provided further comments on his impression of the site evaluation method and urged the Committee to review the data carefully before making a recommendation to the City Commission. David Evangelista recommended offering a backup recommendation.

Richard Pflueger, a KCB resident, commented on previous meetings and the Commission's approval of the McCourt contract for tennis and pickleball courts. Richard Pflueger discussed the process of change orders and Mayor Foster's approval for removing the basketball court from the contract due to safety concerns. Richard Pflueger expressed his concerns about the original McCourt contract not having been followed and shared his thoughts on the Fact-Finding Committee, emphasizing the importance of no sport being harmed and the need for a dedicated space for a basketball court.

****Agenda Item 9c. Moved for Discussion/Approval**** Review/Approval of a Recommendation by the Fact-Finding Committee on the location of the Basketball Court

Chair Catto asked for a motion to approve.

MOTION: Motion made by Barbara Tatarchuk to approve a stand-alone basketball court on Shelter Bay. Chair Catto asked for a second. Judy Burgett seconded the motion.

DISCUSSION: Chair Catto asked Fact-Finding Committee Member David Evangelista to elaborate on the recommendation for the top consensus site. David Evangelista explained the parameters provided by the Recreation Committee and described the evaluation method developed to prioritize these criteria. David Evangelista noted that all three committee members agreed on this evaluation method and detailed how the topics were weighted, which led to the identification of several sites. David Evangelista reported that four consensus sites were selected for further evaluation and clarified that each site was assessed independently, with the assessments summarized afterward.

David Evangelista explained the rating method, which indicated that out of the four sites, Shelter Bay was deemed the best location. David Evangelista spoke about the differences in valuation for non-consensus sites, which the Committee needs to evaluate at its discretion.

Chair Catto inquired about the Mayor's location and expressed concerns regarding the cost issues in the area. David Evangelista responded by explaining the evaluation and discussing the removal of a tree, the potential loss of green space, and the costs compared to the Shelter Bay location and asked for input from the Fact-Finding Committee.

Public Works Department Head Guarino spoke about residents' comments, who have emphasized that the green space is the only shaded area in the city where children can play.

Aleta Williamson inquired about the specificity of the sites regarding basketball, specifically lines, backboards, and permanent installations. David Evangelista spoke to the Fact-Finding Committee's impression that the court, with blacktop and lines, would be implemented as indicated in the model

drawing, along with a primitive backboard, and a dedicated site that would be available at all times solely for basketball.

David Evangelista reported that, regarding fencing, the committee deemed it not essential at the sites evaluated for now due to no safety concerns.

Chair Catto inquired about the drainage study for Shelter Bay and its accessibility. David Evangelista mentioned awareness of the city's pursuit of drainage improvements but expressed uncertainty about the final design and other ongoing plans, suggesting the need for a primary recommendation with a backup plan.

Judy Burgett asked about the consequences of having both tennis and basketball lines on the court in conjunction with USTA grant applications for tennis. David Evangelista was unsure about those consequences.

Aleta Williamson sought clarification on whether discussions would focus on just the consensus sites or all sites. Barbara Tatarchuk spoke about prior discussions by the Recreation Committee, including correspondence from City Clerk Roussin dated April 30, 2024, which detailed that a consensus had been reached regarding the pickleball and tennis courts.

Barbara Tatarchuk spoke on the recommendations made by the first Fact-Finding Committee, which proposed a plan including two standalone tennis courts, pickleball courts, and a shared Basketball court. Barbara Tatarchuk urged the Committee to honor previous commitments that tennis would not have to share their courts and suggested eliminating tennis and pickleball courts as options.

Chair Catto stated that the original intent was a full basketball court, with no mention of tennis, which players would not have accepted otherwise.

Frank Tremblay voiced his support for a backup location, and David Evangelista concurred, suggesting that a list of backup locations be prepared.

David Evangelista confirmed for the consensus list to be a unanimous agreement on ranking. The Commission discussed the numbering in the report, with David Evangelista suggesting that the sites be referred to by description.

After further discussion, the Committee agreed on the following ranking:

1. Shelter Bay Drive
2. Mayor's Location
3. 8th Street
4. 8th Hole Site on the Golf Course

AMENDED MOTION: Barbara Tatarchuk amended her motion to recommend to the City Commission that Shelter Bay be the first choice for a standalone dedicated basketball court, with the second choice being the Mayor's site at 7th Street next to the playground, followed by the 8th Street site and the 8th hole site on the Golf Course. Chair Catto asked for a second. Judy Burgett seconded the amended motion.

FURTHER DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

6. CHAIR REPORT: None.

7. BUDGET REPORT

a. Budget Report

Judy Burgett presented the March budget report, highlighting the expenses and noting a negative remaining budget.

b. 2025/2026 Budget Requests

Chair Catto inquired about budget requests and sought direction from the Mayor regarding funding for golf or pickleball. Mayor Foster confirmed no need for funding for golf or pickleball, and the contract for the golf course will likely go out for bid.

Chair Catto asked for tennis needs. Barbara Tatarchuk inquired about the installation of the tennis screens and whether the water fountains had been purchased. Public Works Department Head Guarino confirmed both. Barbara Tatarchuk discussed potential tennis budget needs, including replacement nets and signage, with an estimated budget of approximately \$1,000.00.

Chair Catto asked Frank Tremblay to speak on budget needs for bocce/horseshoe/shuffleboard and cornhole. Frank Tremblay expressed concern about the bocce court and the installation of pavers, as well as the engineering plans. Mayor Foster recalled the committee's recommendation regarding the engineering report and grant applications, as well as the expected timeline for the next two years. Discussion continued on projects that have been approved, including the bocce court areas and parking at Sunset Park.

Chair Catto recalled her understanding that an ADA engineering study would benefit grant applications. Aleta Williamson spoke about the anticipated timeline for the grant application process and areas of concern.

Aleta Williamson asked about the Recreation Committee's responsibility for the walking paths around the horseshoe by Shelter Bay. Mayor Foster confirmed that the walking path would be part of the drainage construction for 7th Street, mentioning drainage boxes and uncertainties about the injection well. Mayor Foster confirmed a new, safer path and further spoke on expected grants and upcoming projects.

Chair Catto asked for basketball needs. David Evangelista stated that construction had to be done first.

Chair Catto asked if a proposal was received for the ADA study. Commissioner Colonell informed that a quote was received and is currently being under review. Mayor Foster clarified that the proposal does not include the projects that have already been approved and no grant application has been done.

The Committee discussed budget requests for the next fiscal year.

MOTION: Motion made by Chair Catto to budget \$5,000.00 for the Committee. Barbara Tatarchuk seconded the motion.

DISCUSSION: Aleta Williamson recommended removing pickleball and golf from the budget. Barbara Tatarchuk recommended a budget of \$7,000.00.

AMENDED MOTION: Chair Catto amended her motion for a budget request of \$7,000.00.

NO FURTHER DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

8. COMMITTEE MEMBER REPORT

- a. **Tennis:** Barbara Tatarchuk reported that the number of players is declining, but for the last few weeks, it has still been busy. Barbara Tatarchuk commented on the portable basketball hoop being challenging to move and informed of an accident involving one of the basketball players. Barbara Tatarchuk reported that a blood spot is being repaired, and the Public Works Department Head had done a great job mitigating the problem. A discussion followed regarding the identification of the injured player.
- b. **Golf:** Cindy Catto reported a busy month with record-breaking income on several days. Additionally, she noted that the tournament went well and that it had been a good season for golf.
- c. **Bocce/Horseshoe/Shuffleboard:** Frank Tremblay recommended that the city do some work to level the area and make it safer. Frank Tremblay stated that it has been a good season overall, and the courts are in good shape for next year. Barbara Tatarchuk asked about gravel around the cornhole set on 1st Street. Public Works Department Head Guarino explained that the gravel is being used for leveling, and dirt is to be added and held back due to the lack of rain.
- d. **Pickleball:** Pickleball Club Chair Diane Amato-Slusher commented on a great season, noting that the courts were completed three weeks ago. Diane Amato-Slusher reported on the grand opening celebration, which included a ribbon-cutting ceremony, competitions, and live music. Diane Amato-Slusher reported that the club remains active, with six courts in operation daily and a large number of players participating.
- e. **Basketball:** Chair Catto informed that the tennis courts have been temporarily used for basketball play.

9. COMMITTEE MEMBER ITEMS FOR DISCUSSION & RECOMMENDATION OF APPROVAL

- a. Discussion/Approval of possible improvements to 1st Street Park
****tabled at 03-06-2025 meeting****

Chair Catto introduced the agenda item and asked Commissioner Harding for comments. Commissioner Harding suggested that the Committee draft a proposal outlining their priorities for 1st Street Park by the end of May. Commissioner Harding also proposed submitting a request for a bocce ball court for next year and emphasized the need to complete the grant application for 7th and 8th Street, as there is potential for securing another grant.

Commissioner Harding suggested that the Committee aims to come up with two recommendations by June 1st for City Staff to perform background work before the grant applications are finalized. Commissioner Harding clarified that there is no need for an application to be filled out, but rather a description of the recommendation.

MOTION: Motion made by Chair Catto to put in a walkway from the parking lot to the playground and cornhole on 1st Street and an ADA-approved bathroom. Barbara Tatarchuk seconded the motion.

DISCUSSION: Barbara Tatarchuk noted that parties are often held in the park, and having bathrooms in the area would be advantageous. Aleta Williamson asked for adequate parking for the facility, which was confirmed.

ON THE MOTION: Rollcall vote. Unanimous approval.

b. Discussion/Approval for the Application of a Wheelchair Tennis Equipment Grant through the United States Tennis Association Foundation.

Cindy Catto introduced the agenda. Barbara Tatarchuk discussed the first grant opportunity and explained the minimum qualification requirements, stating that she does not believe they were met. Barbara Tatarchuk further spoke about the second grant opportunity explaining that applicants must be part of the USTA organization, and for the city not to be a member.

Chair Catto inquired about the requirements for membership. Barbara Tatarchuk explained the costs for memberships, and there would be no charge for organizational memberships. Commissioner Harding advised that the State of Florida provides annual funding for the matter and suggested that the Committee investigate membership requirements for the following year.

Frank Tremblay requested a follow-up to the previous topic on Bocceball, specifically the need for a recommendation to obtain an engineering study for a grant. Commissioner Harding suggested creating a sketch to potentially advance it for a grant application the following year. Mayor Foster informed that the area in question was approved.

City Clerk Roussin reminded that the Commission approved the recommendations from the Committee regarding the pavers by the Bocce courts, and the ADA-compliance engineering study is currently under consideration.

10. ANY OTHER BUSINESS: None.

11. NEXT MEETING: After discussion, the Committee decided that no additional meeting is needed at this time, and the Chair will call for a meeting if necessary.

12. ADJOURNMENT: The meeting adjourned at 10:49 AM.

Respectfully submitted,

Silvia Roussin

City Clerk

ADOPTED: July 30, 2025

Silvia Roussin

City Clerk

04-03-2025 Recreation Committee Meeting Agenda Additions

Good Morning Madam Chair,

We have the following agenda additions for today:

Addendum to Item 9c: The recommendation by the Fact-Finding Committee on the location of the basketball court.

Respectfully,

Silvia Roussin

City Clerk

Clerk

April 2, 2025

**Report of the Fact-Finding Committee
To the Recreation
Committee for the
Location of the Basketball Court**

The Fact-Finding Committee met on Friday March 28, 2025, in the Building Department Office with visits to each site shortly thereafter.

Evaluation Methodology

David Evangelista prepared a weighted qualitative assessment worksheet that allowed the group to objectively evaluate alternate sites. The parameters that were used in the evaluation were as directed by the Recreation Committee and ordered in accordance with their recommendations. They were assigned a "weight" in accordance with their importance. They are as follows:

Parameter	Weighting
1. Safety	25
2. Minimized adverse impact to other Sports	25
3. Size	15
4. Location	10
5. Cost	10
6. Aesthetics	5
7. Timing for Completion	5
8. Green Space Preservation	<u>5</u>
	Total 100

These parameters were then graded by assigning a value of 4 to 1, with 4 being "Excellent" and 1 being "Poor".

This method, the parameters and weighting, were agreed to by the group and adopted as the standard and scoring would take place during the site visit.

ADA Compliance

Lastly, although not specifically enumerated by the Recreation Committee and not listed as a parameter, we considered ADA accessibility.

Model Court Size

Recognizing that some level of compromise with regards to size would be necessary to accommodate a half court for basketball, the group agreed to the dimensions (attachment A).

Site Locations

The group identified the following site locations for consideration (attachment B):

1. Shelter Bay Drive - which would situate a court immediately north and adjacent to the existing tennis court.
2. The Mayor's Location - which is the location that was previously proposed by Mayor Foster but adjusted to make it more in conformance with the above parameters.
3. 8th Hole Golf Course – this location would situate a court north of the 8th hole and east of the ninth hole on the golf course.
4. 8th Street – this location would situate a court between the 4th T box on the golf course and 8th Street.
5. Tennis Courts 7th Street
6. Pickleball Court 8th Street

Shelter Bay Drive:

- It was unclear to us what impact a court at this location would have on the proposed drainage project.
- By situating the court to the west, we would be able to achieve ADA accessibility from the existing gate in the tennis court.
- This site will accommodate the Model Court Size of 56ft x 39 ft.

Mayor's Location:

- The proposed court will require the removal of one tree
- This site will accommodate the Model Court Size of 56ft x 39 ft.
- This site will require a minor extension to the currently proposed ADA accessible walkways
- The site would need a considerable amount of fill

8th Hole:

- This site would require the construction of a protective net to ensure that errant golf balls do not enter the court site.
- Access for construction equipment and ADA accessibility will both be difficult and add to cost.

- This site will accommodate the Model Court Size of 56ft x 39 ft.

8th Street

- It was determined that a paved parking lot and pathways would be required for ADA accessibility.
- This site will accommodate the Model Court Size of 56ft x 39 ft.

Pickleball Court

- To make this location safer, the fence will need to be removed between adjacent courts and two permanent pickleball nets would need to be replaced with temporary nets. This will leave pickleball with 8 permanent courts and 2 overflow courts with temporary nets.
- Repairs to the courts will need to be made where fence and net posts are removed
- Tony Lorenzo and Mike Guarino proposed that access to this area, whether it be for pickleball or basketball, will be on a “first come first serve” basis.
- This will provide an open area of approximately 62 ft x 60 ft for situating a basketball court.

Tennis Court

- It was agreed that any kind of fence between the courts would impede play
- Tony Lorenzo and Mike Guarino proposed that access to this area, whether it be for tennis or basketball, will be on a “first come first serve” basis.
- Taking one half of a tennis court will provide an area of approximately 50 ft x 57 ft for situating a basketball court.

Site Evaluations

Attached are a series of Evaluation Sheets that reflect the Ranking of each location. This has been calculated by multiplying the “Importance” by the “Grade” for each parameter at a given site and then summing the total. The higher the ranking, the more desirable the site.

*One committee member chose to rank the pickleball and tennis ball locations independently of the group.

Summary

The following is a summary of our findings which have been taken from the Site Evaluation Sheets.

<u>Consensus Sites - Attachment C</u>	Rank
Shelter Bay	340
Mayor's Site	310
8 th Hole Golf Course	210
8 th Street	225

Non Consensus Site

Two Committee members field ranking - Attachment D

Pickleball Court	310
Tennis Court	375

Non Consensus Site

One committee member's independent ranking- Attachment E

Pickleball Court	235
Tennis Court	250

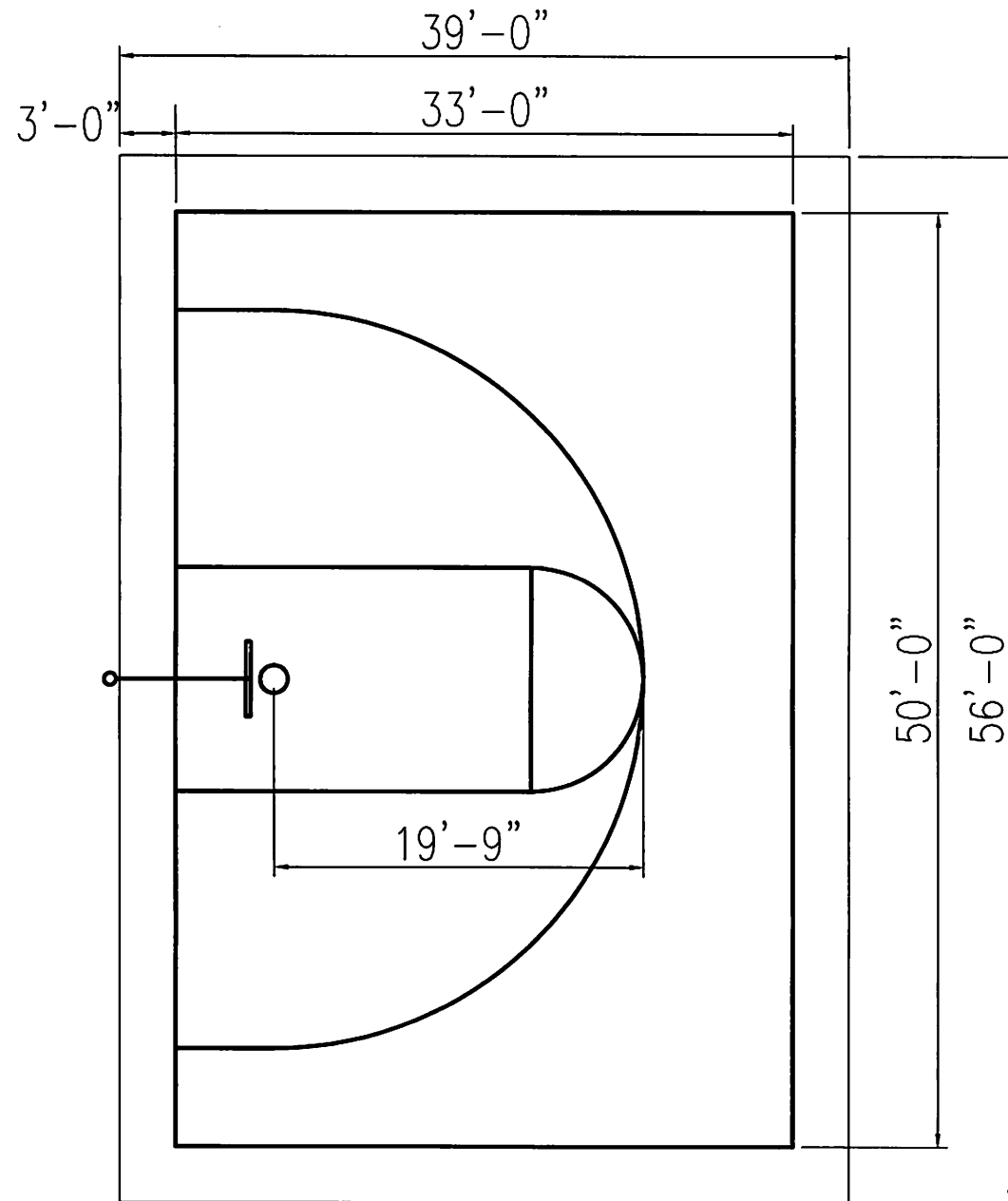
Respectfully Submitted,

Tony Loreno - Building Official

Michael Guarino – Public Works Department Head

David Evangelista- Recreation Committee Alternate

ATTACHMENT A



MODEL COURT SIZE

3ft MINIMUM UNOBSTRUCTED SPACE



KCB Basketball Court Search Evaluation Sheets

Consensus Evaluation

			Site 1		Site 2		Site 3		Site 4	Site 5		Site 6	
			Shelter Bay		Mayors's Site		8th hole		Pickelball Court	Tennis		8th Street	
Rank	Parameter	Importance	Raw Grade	Weighted Grade	Raw Grade	Weighted Grade	Raw Grade	Weighted Grade	Weighted Grade	Raw	Weighted Grade	Raw Grade	Weighted Grade
1	Safety	25	4	100	4	100	2	50	0	0	0	1	25
2	Minimizes Impact to other Sports	25	4	100	4	100	2	50	0	0	0	4	100
3	Size	15	4	60	3	45	4	60	0	0	0	4	60
4	Location	10	3	30	3	30	1	10	0	0	0	1	10
5	Cost	10	2	20	1	10	1	10	0	0	0	1	10
6	Aesthetics	5	1	5	1	5	3	15	0	0	0	2	10
7	Timing	5	3	15	3	15	2	10	0	0	0	1	5
8	Green Space Preservation	5	2	10	1	5	1	5	0	0	0	1	5
Total Score/ Rank				340		310		210	0		0		225

Grade System	
Very Good	4
Good	3
Sufficient	2
Poor	1

KCB Basketball Court Search Evaluation Sheets

Non Consensus Evaluation - M. Guarino/T. Loreno

			Site 1		Site 2		Site 3		Site 4		Site 5		Site 6	
			Shelter Bay		Mayors's Site		8 th hole		Pickleball Court		Tennis		8th Street	
Rank	Parameter	Importance	Raw	Weighted	Raw	Weighted	Raw	Weighted	Raw	Weighted	Raw	Weighted	Raw	Weighted
1	Safety	25	0	0	0	0	0	4	100	4	100	0	0	0
2	Minimizes Impact to other Sports	25	0	0	0	0	0	2	50	3	75	0	0	0
3	Size	15	0	0	0	0	0	4	60	4	60	0	0	0
4	Location	10	0	0	0	0	0	1	10	4	40	0	0	0
5	Cost	10	0	0	0	0	0	3	30	4	40	0	0	0
6	Aesthetics	5	0	0	0	0	0	4	20	4	20	0	0	0
7	Timing	5	0	0	0	0	0	4	20	4	20	0	0	0
8	Green Space Preservation	5	0	0	0	0	0	4	20	4	20	0	0	0
	Total Score/ Rank		0	0	0	0	0		310		375		0	0

Grade System	
Very Good	4
Good	3
Sufficient	2
Poor	1

KCB Basketball Court Search Evaluation Sheets
Non Consensus Evaluation - D. Evangelista

			Site 1		Site 2		Site 3		Site 4		Site 5		Site 6	
			Shelter Bay		Mayors's Site		8 th hole		Pickleball Court		Tennis		8th Street	
Rank	Parameter	Importance	Raw	Weighted	Raw	Weighted	Raw	Weighted	Raw	Weighted	Raw	Weighted	Raw	Weighted
1	Safety	25	0	0	0	0	0	2	50	1	25	0	0	0
2	Minimizes Impact to other Sports	25	0	0	0	0	0	1	25	1	25	0	0	0
3	Size	15	0	0	0	0	0	4	60	4	60	0	0	0
4	Location	10	0	0	0	0	0	1	10	4	40	0	0	0
5	Cost	10	0	0	0	0	0	3	30	4	40	0	0	0
6	Aesthetics	5	0	0	0	0	0	4	20	4	20	0	0	0
7	Timing	5	0	0	0	0	0	4	20	4	20	0	0	0
8	Green Space Preservation	5	0	0	0	0	0	4	20	4	20	0	0	0
	Total Score/ Rank		0	0	0	0	0	235	250	250	250	0	0	0

Grade System	
Very Good	4
Good	3
Sufficient	2
Poor	1