MINUTES

City of Key Colony Beach

Recreation Committee

Wednesday, September 24th, 2025 – 9:30 AM

Via Zoom Conferencing ONLY

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**: City Administrator John Bartus, Public Works Department Head Mike Guarino, Vice-Mayor Doug Colonell, City Clerk Silvia Roussin (all attendees were present via Zoom).

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 reported no changes to the agenda, only the addition of the priority lists submitted by Tom Alferess and Aleta Williamson, as well as the Chair's letter related to Item 5b.

   MOTION: Motion made by Judy Burgett to approve the agenda. Barbara Tatarchuk seconded the motion.
   DISCUSSION: None.
   ON THE MOTION: Rollcall vote. Unanimous approval.

3. **APPROVAL OF MINUTES:** None.

4. **CITIZEN COMMENTS AND CORRESPONDENCE:** There were no citizen comments or correspondence.

5. **COMMITTEE MEMBER ITEMS FOR DISCUSSION & RECOMMENDATION OF APPROVAL**
   a. **Discussion/Recommendation to the City Commissioners that an invitation be issued for bids on the construction of a new basketball court at 7th Street Park.**

   Chair Catto introduced the agenda item and asked for a motion to recommend bidding for the construction of a new basketball court.
   MOTION: Motion made by Barbara Tatarchuk to recommend that the bids be released for the new basketball court. Judy Burgett seconded the motion.
   DISCUSSION: Public Works Department Head Guarino confirmed that the invitation to bid will include the location of the court and all pertinent information, and will share the information with the Committee when it becomes available. Mike Guarino confirmed he is not aware of any complications regarding the placement of the court. There was no further discussion, and Chair Catto asked for a roll call.
   ON THE MOTION: Rollcall vote. Unanimous approval.

   City Clerk Roussin informed that the recommendation will be presented to the City Commission on October 16th.

b. Review of the Beautification Committee Report for September 2025

Chair Catto asked for questions or comments on the report. Barbara Tatarchuk praised the Beautification Committee for their work for the city, which Chair Catto echoed, expressing hopes to collaborate on future projects.

c. Discussion/Recommendation on Future Recreation and Beautification Projects

Chair Catto presented the agenda item and asked for committee discussion.
Barbara Tatarchuk shared her list of priorities for the Recreation Committee and her understanding of which items have been finalized, which fall under the Beautification Committee's responsibilities, and her final determination of priorities for the Recreation Committee.
Aleta Williamson agreed with Barbara Tatarchuk's assessment of priorities and expressed her commitment for the Committee to complete projects that were started. She outlined her priorities for current and future projects and noted similar priorities among Committee members.
Frank Tremblay commented on his recommendation regarding priorities for city improvement projects, including items that were already completed by the city and future projects.
Chair Catto commented on her list and the importance of ADA compliance, and asked City Administrator Bartus for an update on grant applications for new restroom facilities at East Park. City Administrator Bartus informed that the process for grant applications, as well as for additional restrooms on 1st Street and 8th Street, is underway, and that expanding the bathrooms on 7th Street is a top priority. The Committee discussed the current ADA compliance for city restrooms, parking improvements that have been completed, and potential future improvements to 7th Street. Further discussion included a possible observation deck by the Detention Pond with ADA access, and an area with shade coverage near the golf clubhouse to create a covered social space. The Committee talked about potential uses for the public and the benefits to residents.
Further discussion continued on simplifying the priority list and ADA compliance in recreational areas, including the prioritization of restroom facilities.

City Clerk Roussin commented on attendance protocol and being present during roll call to participate in the meeting.

The Committee continued discussions about responsibilities and involvement, especially regarding the golf course facility. City Clerk Roussin read part of the amended ordinance to the Committee, and Chair Catto asked for a discussion on the amendment to be added to the next agenda.

After discussion, the Committee agreed on the following list of priorities ranked from highest to lowest.

1. The completion of the Basketball Court
2. Ongoing ADA compliance for all recreational areas

3. Restroom facilities in the following order of importance
    1. 8th Street Restrooms
    2. East Park Restrooms (1st Street Park)
    3. 7th Street Restrooms
4. 7th Street Parking Improvements
5. Covered Pavilion on 8th Street
6. Additions of Exercise Stations

Chair Catto requested a motion on the consensus list of improvement projects.

MOTION: Motion made by Aleta Williamson to approve the priority list as stated by City Clerk Roussin. Barbara Tatarchuk seconded the motion.
DISCUSSION: None.
ON THE MOTION: Rollcall vote. Unanimous approval.

d. Discussion/Recommendation for Protocol for Projects for KCB Recreation Area Parks, Sports, and Activities

Chair Catto reflected on her past year as Committee Chair and the challenges faced by the Committee. She discussed her proposed protocol for guiding improvements and asked for input from Committee members.
Barbara Tatarchuk expressed support for Chair Catto's suggestion and proposed greater involvement in the grant process. Aleta Williamson also favored implementing a structured process. After further discussion and a recommendation from City Clerk Roussin to formalize a process and protocol in writing, the Committee agreed to submit their ideas to City Clerk Roussin for review and approval before recommending them to the Commission.

6. **ANY OTHER BUSINESS:** None.

7. **NEXT MEETING:** The Committee agreed on a date of November 6th, 2025, and providing suggestions for establishing a format and protocol to City Clerk Roussin by October 22nd.

8. **ADJOURNMENT:** The meeting adjourned at 11:00 AM.

Respectfully submitted,

Silvia Roussin
City Clerk

<u>ADOPTED</u>: November 6, 2025
Silvia Roussin
City Clerk