

**MINUTES**  
**City of Key Colony Beach**  
**Recreation Committee**

Thursday, November 6<sup>th</sup>, 2025 – 9:30 AM  
Marble Hall, 600 W. Ocean Drive & 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:** Barbara Tatarchuk (via Zoom), Chair Cindy Catto, Judy Burgett (via Zoom), Aleta Williamson, 2nd Alternate David Evangelista. **Absent:** Vice-Chair Tom Alferes, 1<sup>st</sup> Alternate Frank Tremblay. **Also present:** Mayor Freddie Foster, City Administrator John Bartus, Building Official Tony Loreno, Commissioner Kirk Diehl, Vice-Mayor Doug Colonell, Commissioner Tom DiFransico, Commissioner Harding, Administrative Assistant Par Darnall, City Clerk Silvia Roussin.

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

Chair Catto asked for any agenda additions. City Clerk Roussin informed the Committee of a budget report addition. Chair Catto asked for a motion to approve the agenda.

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

**DISCUSSION:** None.

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

3. **APPROVAL OF MINUTES**

a. September 11<sup>th</sup>, 2025

b. September 24<sup>th</sup>, 2025

Chair Catto asked for a motion to approve the meeting minutes.

**MOTION:** Motion made by Barbara Tatarchuk to approve the minutes. Aleta Williamson seconded the motion.

**DISCUSSION:** None.

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

4. **CITIZEN COMMENTS & CORRESPONDENCE:** None.

5. **CHAIR REPORT:** Chair Catto recalled attending the City Commission meeting on October 16th, where discussions took place about a proposed merger of the Recreation and Beautification Committees, which was not approved. Chair Catto also discussed visiting all City Parks and encouraged bringing questions to the City Commission at their next meeting, as well as the ongoing process regarding the Golf Course agreement. Chair Catto mentioned reaching out to Diane Slusher, who submitted a written report on Pickleball in case she cannot attend.

6. **BUDGET REPORT:** Judy Burgett stated there are no changes to the current budget and had nothing additional to add. Chair Catto commented that the original budget request for \$7,000.00 was not properly reflected in the current budget. City Clerk Roussin confirmed that the golf course equipment

had been ordered and clarified the intended use of the budget for the Committee. Commissioner Harding explained that the budget allocations for City Park and Golf Course improvements are included in the upcoming fiscal year and suggested updating the Committee Improvement list regularly and sending it to the City Commission monthly. Commissioner Harding acknowledged the discrepancy mentioned by Chair Catto and advised that it should not be an issue in the upcoming year.

- 7. GRANT UPDATES:** Chair Catto asked City Administrator Bartus for an update. City Administrator Bartus confirmed that grant applications had been submitted for the 7th and 8th Street bathrooms and that a grant application for the 1st Street Park could be submitted in the next application cycle. John Bartus also provided an update on the progress of the TDC grants for the Fishing Pier at Sunset Park and shades for the Pickleball Courts.

**8. COMMITTEE MEMBER REPORT**

- a. Tennis** - Barbara Tatarchuk reported on the upcoming winter tennis season and provided updates on planned days for league play and efforts to increase community involvement and interest from youth. The Committee agreed that the courts look good. Chair Catto reported that the Beautification Committee is waiting for the basketball court to be marked before undertaking plantings. City Administrator John Bartus informed that no invitation for bids for the basketball court has been issued yet and shared information about the overall bid process and the expected timeline. David Evangelista asked about the location of the temporary backboard on the basketball court, which City Administrator Bartus deferred to Public Works Department Head Mike Guarino to follow up with.
- b. Golf** - Chair Catto reported on progress on the golf course and asked Vice-Mayor Colonell to elaborate. Vice-Mayor Colonell commented on the pine trees that were removed on the course and gave details on replacement palms that were planted, plans for improvements for the fairway, and enhancements that have been completed. Vice-Mayor Colonell provided further comments on ongoing maintenance and outstanding projects that need to be completed. Chair Catto gave further information on the upcoming golf season and new player recruitment.
- c. Bocce/Horseshoe/Shuffleboard** – Chair Catto commented that pathways around the courts and Sunset Park look beautiful, which the Committee agreed with.
- d. Pickleball** – Chair Catto provided an update from Diane Slusher from the Pickleball Club on the upcoming season.
- e. Basketball** – See under 8a. Additionally, David Evangelista provided more details about the upcoming golf league play this season.

**9. COMMITTEE MEMBER ITEMS FOR DISCUSSION & RECOMMENDATION OF APPROVAL**

- a.** Discussion/Review of the Committee Priority Improvement List

Chair Catto reported a request for a new addition to the improvement list and hopes to have a protocol for new projects established at today's meeting. Aleta Williamson commented on a request by the Beautification Committee to move the exercise station by the pond and questioned whether the exercise stations should remain on the list. The Committee discussed the benefits of exercise equipment along the pathway, previous Committee discussions, and grant applications, with City Administrator Bartus confirming the possibility of applying for grant funding the following year. Aleta Williamson further

discussed updating the Committee Improvement List, specifically the ranking of restrooms, with 1st Street moving to third place.

**b. Discussion/Review of Ordinance 2025-503: Amendments to the Recreation Committee**

Barbara Tatarchuk questioned the use of the verbiage of 'Boards' in Section 12-6, opposite to the use of 'Committee', which City Clerk Roussin clarified to be a Scrivener's error. Aleta Williamson further questioned the distinction between "recommend" and "propose," which City Clerk Roussin explained was intended to align all committees and boards with the same terminology. David Evangelista requested clarification on the responsibilities and interactions of the Committee regarding both the golf course and pickleball, which are under a contractual agreement with the city. Mayor Foster explained that the committee's responsibilities include organizing their sports and working with the Golf Course Management to obtain approval for league play. David Evangelista commented that Pickleball should be responsible for its own maintenance and that it should be taken out of the budget line item for the city not to have any financial responsibility. The Committee continued its discussions on responsibilities, questions, and interpretations of the ordinance, and requested clarification of roles. Mayor Foster recommended that questions be put in writing to be submitted to the City Attorney's office. After further discussion, the Committee agreed to ask the City Attorney for "clarification as to what the Recreation Committee's responsibilities and duties are relative to the self-funded groups and/or the groups that are under contract with the city". City Clerk Roussin confirmed that no motion is needed and to forward the request.

**c. Discussion/Recommendation for the Establishment of a Protocol for Projects for KCB Recreation Area Parks, Sports, and Activities**

1. Cindy Catto
2. Barbara Tatarchuk
3. Aleta Williamson

The Committee discussed the suggestions submitted by Cindy Catto and Barbara Tatarchuk for establishing a protocol and submission list for new projects. The Committee discussed the proper flow of suggestions, the approval process, and interactions with other committees and city staff. City Clerk Roussin suggested combining the two submitted drafts and incorporating the written protocol by Barbara Tatarchuk. The Committee discussed that the Code Officer addresses immediate needs and does not need to be included in the Committee's purview. City Clerk Roussin confirmed to be able to merge and finalize the document.

**MOTION:** Motion made by David Evangelista to combine both forms and recommend approval of the form and protocol to the City Commission. Aleta Williamson seconded the motion.

**DISCUSSION:** None.

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

City Clerk Roussin informed that the recommendation is to be presented to the City Commission on November 20<sup>th</sup>.

**10. ANY OTHER BUSINESS:** Chair Catto asked for any other business. Barbara Tatarchuk announced her intention to step down from the Committee effective January 1st, 2026. City Clerk Roussin explained the renewal process for upcoming appointments by the City Commission and confirmed that members would be informed of the upcoming ending terms. Barbara Tatarchuk clarified that her last day as an

active member would be December 17th, 2025. City Clerk Roussin further confirmed that correspondence regarding City Properties under the Recreation Committee's jurisdiction would be shared with the Committee.

**11. NEXT MEETING:** The Committee decided on December 4<sup>th</sup>, 2025, for the next meeting date.

**12. ADJOURNMENT:** The meeting adjourned at 10:43 AM.

Respectfully submitted,

*Silvia Roussin*

City Clerk

**ADOPTED: December 4, 2025**

***Silvia Roussin***

***City Clerk***