

MINUTES

City of Key Colony Beach Recreation Committee

Thursday, May 14th, 2026 – 10:00 AM

& Via Zoom Conferencing Only

Zoom login Information at the end of this Agenda

1. **CALL TO ORDER and ROLL CALL:** The Key Colony Beach Recreation Committee meeting was called to order at 10:00 AM by Chair Cindy Catto, followed by Rollcall. **Present:** Chair Cindy Catto, Vice-Chair David Evangelista, Judy Burgett, 1st. Alternate Sally Cherry, 2nd Alternate Lisa Joseph. **Absent & Excused:** Aleta Williamson, Frank Tremblay. **Also present:** City Clerk Silvia Roussin, Vice-Mayor Colonell, Beautification Committee Chair Sandy Bachman.
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 changes to the agenda and noted a correction under Item 10e, changing “Mini Libraries” to “Little Libraries.” City Clerk Roussin advised that an addendum had been provided containing the Recreation Budget worksheet for Item 11c. Vice-Chair Evangelista requested a review of the April meeting minutes; City Clerk Roussin advised that the minutes were not yet completed and would be presented for approval at the next meeting. There were no further changes, and Chair Catto called for a motion to approve the agenda.

MOTION: Motion made by Judy Burgett to approve the agenda. Motion seconded by Vice-Chair Evangelista.

DISCUSSION: None.

ON THE MOTION: Roll call vote. Motion carried unanimously.

3. **APPROVAL OF MINUTES:** None.
4. **CITIZEN COMMENTS & CORRESPONDENCE:** Lynne Benton commented on being a first-time attendee and thanked the Committee for the work.
5. **CHAIR REPORT:** Chair Catto reported that the Bocce Court project had not been approved by the City Commission and stated that it would be included in the proposed FY 2026/2027 budget. Chair Catto also relayed comments from Frank Tremblay that the matter was important to him and informed of prior injuries at the courts due to incomplete paver work, including scratches and cuts, due to irregular footing creating a trip hazard, particularly for elderly users, and expressed hope that the work would be completed before the next season begins.
6. **REQUEST(S) FOR NEW RECREATION-RELATED PROJECT:** No new requests were received.
7. **COMMITTEE PRIORITY IMPROVEMENT LIST:** Chair Catto reported that no changes were made to the Priority Improvement List and expressed encouragement that the recommendations had been forwarded for budget consideration. Vice-Chair Evangelista expressed disappointment that the (Bocce Court Paver) motion did not receive a second, noting that without discussion, there was no explanation for the outcome and that a discussion, even if the item was not approved, would have provided clarity. Chair Catto stated that earlier in the year she had been told that communication on the matter should occur at the Commission meeting and said she would seek clarification at the next Commission meeting. Judy Burgett stated that the project should be

reviewed further, that she would like to see it move forward soon, and that she did not understand why there had been no discussion.

8. **BUDGET REPORT - April 2026:** Judy Burgett reported on the remaining budget funds and referenced the request for tables and chairs, which Chair Catto confirmed would be addressed later on the agenda. Chair Catto also noted that unused funds would not carry over.
9. **9. GRANT UPDATES:** No grant update was provided because City Administrator John Bartus was on vacation. Chair Catto reported on ongoing city grants, including the Sunsail Shades for the Pickleball Courts and the Fishing Pier. City Clerk Roussin confirmed that the Fish cleaning station was installed. Vice-Chair Evangelista clarified that the wording should be bait preparation station, which City Clerk Roussin acknowledged.

10. COMMITTEE MEMBER REPORT

- a. **Tennis** – Judy Burgett reported not having played for the past month and not having a report. Judy Burgett noted, however, that she was looking forward to the basketball court issue being resolved. Judy Burgett questioned the seasonal removal of wind screens during hurricane season and asked about the status of McCourt net repairs. Vice-Chair Evangelista asked for information on both matters, and City Clerk Roussin and Vice-Chair Colonell indicated they had no information on the net repairs. Sally Cherry reported seeing a person working on screen repairs the previous day. There was no further discussion.
- b. **Golf:** David Evangelista reported that he had not played in the past month, believed that the current number of players was decreasing, and could not provide an update on the weekly league plays.
- c. **Bocce/Horseshoe/Shuffleboard/Cornhole** – Chair Catto reiterated Frank Tremblay's encouragement for the completion of the paver work.
- d. **Little Libraries** – Sally Cherry reported that the Little Libraries are installed and look great. Sally Cherry noted that the selected locations are shaded, accessible, and well stocked with books, and that many donations have been received at the Post Office. Sally Cherry reported that the libraries are being used, a news blast has been sent out, and coordination will continue with Beautification Committee Chair Sandy Bachman. Discussion followed on including magazines and identifying the best locations for the Little Libraries. Sandy Bachman commented that the Post Office location works well on its own. Chair Catto expressed appreciation that both committees are working together and noted Sally Cherry's help in organizing the effort. Sandy Bachman reported that additional donated children's materials had been dropped off.
- e. **Basketball** – Chair Catto stated that further discussion would occur later on the agenda.

11. COMMITTEE MEMBER ITEMS FOR DISCUSSION & RECOMMENDATION OF APPROVAL

- a. **Discussion/Approval for purchasing 23 benches for Bocce courts and a picnic table for East Street Park from the Recreation Budget FY25/26 for \$3,794.94**

Chair Catto reviewed the proposed purchase, the availability of funds, and the placement of the benches and picnic table at First Street Park and the Golf Course. Vice-Chair Evangelista asked whether Public Works Department Head Guarino had selected the furniture. Chair Catto confirmed and noted that the pieces would match the furniture under the Tiki Hut on

8th Street. Chair Catto also noted that similar furniture at Sunset Park had worn out when moved and rearranged, and stated that the proposed items were those recommended by Public Works Department Head Guarino for these locations. Chair Catto also reviewed the associated costs for the furniture.

MOTION: Motion made by Vice-Chair Evangelista to approve. Judy Burgett seconded the motion.

DISCUSSION: Sally Cherry commented that the picnic table at 1st Street Park will receive good usage.

ON THE MOTION: Rollcall vote. Unanimous approval.

b. Discussion/Review for Potential Website Edits

Chair Catto discussed possible website updates, including information on Little Libraries, Golf Course open play, and ladies league information, ensuring consistency with tennis signage, and keeping pickleball information current. Members identified assignments for review, including Bocce, golf, tennis, Pilates, and children's playground equipment, and were asked to email City Clerk Roussin with needed updates. It was also noted that some seasonal activity is currently taking place at Moose Lodge, with Lisa Joseph confirming a follow-up. Lisa Joseph further noted that the playground equipment listed on the website is outdated and to follow up as well.

c. Discussion/Review of all budget needs and requests for recreational areas, including the golf course, for FY 26/27 (10/1/2026-9/30/2027).

Chair Catto reviewed the proposed budget for recreational areas throughout the City and noted that the Committee has a larger role in advising on the golf course budget. She explained that the first portion of the discussion focused on items the Committee could reasonably recommend. The Committee discussed potential needs for bocce and tennis, including whether to budget for larger items such as nets, smaller ongoing needs, and whether subscriptions or similar low-cost items should be considered for the Little Libraries. Chair Catto asked for input on a proposed budget of \$5,000.00. David Evangelista stated that setting aside approximately \$5,000 for unforeseen, minor, non-capital recreation expenses would be appropriate. Chair Catto asked members to identify any known needs, such as tennis nets. David Evangelista referenced prior discussions on nets and windscreens and stated that the windscreens might appropriately be treated as capital expenses. Judy Burgett agreed and noted uncertainty about whether a stored net had been located. Lisa Joseph recalled a prior discussion in which a net would be ordered, and further discussion followed on whether a net should be ordered and installed during the summer. Chair Catto asked for a motion to approve \$5,000.00 for the Recreation Committees' expenditures.

MOTION: Motion made by Judy Burgett. Lisa Joseph seconded the motion.

FURTHER DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

Chair Catto continued the budget discussion, focusing on larger budget items. Chair Catto noted that no grant funds were available for bathrooms and emphasized the need to include funding in the upcoming budget. Chair Catto further noted that funding for the basketball court remained in the current budget. Chair Catto asked for Committee comments. The Committee discussed furniture in Marble Hall, and David Evangelista clarified that the matter was outside the Committee's scope and should not be addressed by this Committee. Chair Catto asked for additional suggestions beyond the basketball court and bathrooms, and noted that any needed

equipment repairs should be brought to the attention of Public Works Department Head Guarino so they can be added to the maintenance list and handled safely.

MOTION: Motion made by Chair Catto to ask the City to include three bathrooms in the FY26/27 at the locations of 7th Street, 8th Street, and 1st Street. Sally Cherry seconded the motion.

DISCUSSION: Vice-Chair Evangelista asked for clarification on Chair Catto's proposal that no grant funds were available for the bathrooms and that the City would need to fund the project directly. Chair Catto confirmed that understanding. The Committee discussed possible bathroom locations, prior discussion regarding the purchase and placement of a portable toilet near the pickleball area and its use for city events, and the need for a restroom facility adjacent to the bocce area. Vice-Mayor Colonell commented that engineering plans for the bathroom at 8th Street are currently underway, which City Clerk Roussin confirmed. Chair Catto stated her understanding that funding for the project had not been budgeted and discussed the need to complete the required improvements. There was no further discussion.

ON THE MOTION: Rollcall vote. Unanimous approval. (Note: David Evangelista was not included in the rollcall vote due to technical difficulties.)

Chair Catto reviewed potential golf course budget needs, including tree trimming; additional clubhouse furniture; shrubs to beautify the 4th-hole netting; equipment maintenance; additional materials for the putting and chipping green; landscaping improvements around the clubhouse, including adding pavers; and benches in safe seating areas. Chair Catto stated that she had been working with Commissioner Harding and Golf Course Manager Daryl on the upcoming budget and that the Recreation Committee has an obligation to make a clear recommendation regarding the Golf Course. She noted that Commissioner Harding planned to speak with Golf Course Manager Daryl Rice the following week to formalize the proposal and that the Committee had been asked to provide a thoughtful recommendation before June 1. Chair Catto said her suggestions were based on earlier spring discussions with Daryl Rice and invited comments from the Committee. Vice-Chair Evangelista stated that he believed some funds had already been discussed in the Golf Course budget for additional plantings near the 4th and 9th holes. Chair Catto recalled that previously approved funds included furniture and trees, but not shrubs. Vice-Chair Evangelista asked whether there were estimates for tree trimming, and Chair Catto explained that those figures had been discussed in the spring. Vice-Chair Evangelista stated that the overall golf course allocation of \$35,000.00 is reasonable. Chair Catto commented that the golf course pays approximately \$40,000 in rent to the City and that reinvestment in the course is appropriate. Vice-Chair Colonell commented that pavers near the sign at the first tee, on both sides of the ramp, should be considered, but noted that the ramp itself may not be ADA compliant. He cautioned against piecemeal capital improvements without a long-term plan and recommended developing a master plan before undertaking significant additional work. Vice-Chair Evangelista agreed, noting that the Committee had previously discussed expansion of the clubhouse and had instead opted to add benches first to see how the space would be used before developing a master plan. He stated that he was not in favor of paving until a broader plan is in place and suggested spending as little as necessary in the meantime to keep the area neat and functional. Chair Catto asked whether the Committee should recommend hiring someone to develop a workable plan if the project moves forward. Vice-Mayor Colonell recommended initial planning work, recalling prior architectural work done for City Hall and suggesting that conceptual sketches could provide direction before full architectural plans are prepared. He agreed that the Committee should first observe how the new furniture is used and then determine whether the clubhouse should evolve into a broader gathering space or multi-use facility. Vice-Mayor Colonell stated that he could speak with CPH about possible planning services and a price estimate. Vice-Chair Evangelista suggested that approximately \$5,000 might be budgeted for architectural design assistance, while

acknowledging that the Committee may not have a clear picture of clubhouse use until later in the next season.

MOTION: Motion made by Vice-Chair Evangelista to approve \$5,000.00 for architectural engineering services related to the Clubhouse. Judy Burgett seconded the motion.

FURTHER DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

d. Discussion/Review of the Re-Solicitation of the Basketball Court Project

Chair Catto reported that the Basketball Court Project was being re-solicited and reviewed the anticipated bid timeline. City Clerk Roussin confirmed that Chair Catto can attend by phone and share bid tabulations afterward. Vice-Chair Evangelista asked Vice-Mayor Colonell whether there were alternative ways to complete the basketball court, based on prior conversations. Vice-Mayor Colonell stated that he had previously raised that possibility and discussed coordinating the work with other pavement-related projects already underway or soon to begin. He noted that there had been discussion about whether Haack might be involved in related work, but that grant requirements may have limited that option. Vice-Mayor Colonell suggested that, if the bid process is unsuccessful, it may be worth exploring whether the project could be paired with other work, if allowed. Vice-Chair Evangelista offered additional comments, which were lost due to technical difficulties. Chair Catto reiterated the need to complete the basketball project before damage to the tennis courts occurs. Vice-Mayor Colonell suggested that a Committee member follow up with the Mayor regarding the status of any conversation with the contractors. Chair Catto stated that either she or Vice-Chair Evangelista would follow up.

12. ANY OTHER BUSINESS: The Committee briefly discussed the budget meeting schedule and the possibility of not meeting in August or September.

Chair Catto asked for confirmation of the Committee-approved motions for the upcoming budget. City Clerk Roussin confirmed \$5,000.00 for the Recreational budget, general funds for bathrooms on 7th, 8th, and 1st Streets, and \$5,000.00 for architectural engineering services. City Clerk Roussin asked Chair Catto to request an official motion on the Golf Course budget. Chair Catto asked for a motion.

MOTION: Motion made by Vice-Chair Evangelista to approve the Golf Course Budget (for \$40,000.00), including \$5,000.00 for architectural services. Judy Burgett seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

13. NEXT MEETING: Thursday, June 11, 2026, at 10:00 AM via Zoom.

14. ADJOURNMENT: The meeting adjourned at 11:24 AM.

Respectfully submitted,

Silvia Roussin
City Clerk

ADOPTED: June 11, 2026

Silvia Roussin
City Clerk