

# **AGENDA**

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

Thursday, June 11, 2026 – 10:00 AM

& Via Zoom Conferencing Only

Zoom login Information at the end of this Agenda

- 1. CALL TO ORDER and ROLL CALL**
- 2. APPROVAL OF THE AGENDA** (Additions, changes, and deletions can be made via one motion and a second to approve by majority vote)
- 3. APPROVAL OF MINUTES:**
  - a. April 9<sup>th</sup>, 2026 – Pgs. 1-5
  - b. May 14<sup>th</sup>, 2026 – Pgs. 6-10
- 4. CITIZEN COMMENTS & CORRESPONDENCE**
- 5. CHAIR REPORT**
- 6. REQUEST(S) FOR NEW RECREATION-RELATED PROJECT:** No new requests were received.
- 7. COMMITTEE PRIORITY IMPROVEMENT LIST**
- 8. BUDGET REPORT**
  - a. May 2026 – Pg. 11
- 9. GRANT UPDATES**
- 10. COMMITTEE MEMBER REPORT**
  - a. Tennis
  - b. Golf
  - c. Bocce/Horseshoe/Shuffleboard/Cornhole
  - d. Little Libraries
  - e. Basketball
- 11. COMMITTEE MEMBER ITEMS FOR DISCUSSION & RECOMMENDATION OF APPROVAL**
  - a. Continued Discussion/Review for Potential Website Edits
  - b. Continued Discussion of Future Golf Course Management, per the April 9<sup>th</sup> meeting
  - c. CPH Golf Course Pro-Shop Renovation Questionnaire – Pgs. 12-16
  - d. Discussion/Recommendation on a possible change in scope and materials for the Basketball Half Court
  - e. Discussion/Recommendation for approval for completion of the paver project at the Bocce Courts in FY25/26.
  - f. Discussion/Recommendation for approval of any additional items for the Recreation Area Budget FY26/27

In accordance with Florida's Government in the Sunshine Law, notice is hereby given that one or more members of the City Commission may be present at this meeting. The presence of Commissioners does not constitute a City Commission meeting, and no official action by the City Commission will be taken.

**12. ANY OTHER BUSINESS**

**13. NEXT MEETING:** Thursday, July 9<sup>th</sup>, 2026 - 10:00 AM Zoom **\*\*Tentative**

**14. ADJOURNMENT**

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# MINUTES

**City of Key Colony Beach  
Recreation Committee**  
Thursday, April 9<sup>th</sup>, 2026 – 10:00 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 10:06 AM, followed by Rollcall. **Present:** Chair Cindy Catto, Vice-Chair David Evangelista, Judy Burgett, 1<sup>st</sup> Alternate Sally Cherry, 2<sup>nd</sup> Alternate Lisa Joseph. **Absent:** Aleta Williamson, Frank Tremblay. **Also present:** City Administrator John Bartus, Vice-Mayor Doug Colonell, Commissioner Kirk Diehl, Mayor Freddie Foster.

2. **APPROVAL OF THE AGENDA** (Additions, changes, and deletions can be made via one motion and a second to approve by a majority vote): City Clerk Roussin reported no changes, but the addendum on additional information for the Recreation Committee's current website was noted. Chair Catto asked for a motion to approve.

**MOTION:** Motion made by Judy Burgett to approve. David Evangelista seconded the motion.

**DISCUSSION:** None.

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

3. **APPROVAL OF MINUTES - 03-12-2026 Recreation Committee Meeting Minutes:** There were no changes to the minutes, and Chair Catto asked for a motion to approve.

**MOTION:** Motion made by Judy Burgett to approve. Sally Cherry seconded the motion.

**DISCUSSION:** None.

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

4. **CITIZEN COMMENTS & CORRESPONDENCE:** City Clerk Roussin reported correspondence from Justine Kinnick, who provided comments on the basketball court and additional hardscape and opposed losing more green space. There was no additional public comment.

5. **CHAIR REPORT:** Chair Catto talked about the upcoming agenda and the anticipation of a successful meeting.

6. **REQUEST(S) FOR NEW RECREATION-RELATED PROJECT:** No new requests were received.

7. **COMMITTEE PRIORITY IMPROVEMENT LIST:** Chair Catto asked for Committee comment on possible changes to the improvement list. Judy Burgett asked for further information on the Pavillion on 8th Street and for a status update on its being tabled. Chair Catto confirmed that it would be tabled for the moment and that the subject would be discussed further later during the meeting under the golf report.

8. **BUDGET REPORT - March 2026:** Judy Burgett provided the March Budget report and reported on expenditures and remaining funds. Chair Catto asked for a motion to accept the budget report.

**MOTION:** Motion made by Sally Cherry to approve. Lisa Joseph seconded the motion.

**DISCUSSION:** None.

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

**9. GRANT UPDATES:** Chair Catto asked City Administrator Bartus to provide an update on grants and the basketball court project. City Administrator Bartus discussed the option of re-soliciting the basketball court bid, and City Clerk Roussin noted that changes could be made to the bid documents before re-solicitation. David Evangelista raised concerns regarding what changes might make the project more attractive to prospective bidders and questioned whether the project should be bid in the same manner again. Chair Catto asked whether the project could be tied to ongoing work, such as the paving of the City Hall parking lot or the sidewalks near the detention pond. City Clerk Roussin confirmed that the Pervious Paver Project had been awarded and deferred to Mayor Foster regarding the possibility of combining the basketball court work with another project. David Evangelista commented on the prior list of bidders and raised the possibility of issuing a change order to a contractor currently performing similar work for the City. City Clerk Roussin provided additional comments regarding bidding threshold requirements and explained that the prior bid had been rejected because licensing requirements were not met. David Evangelista stated that the City should apply a uniform standard with respect to contractor licensing and recommended exploring whether the basketball court project could be completed through a change order to an existing contract involving similar work in the same area. Vice-Mayor Colonell commented on the possible availability of funds to pave the walkways and include the basketball court within that scope of work. David Evangelista also commented on available budget funds, and it was confirmed that the Pervious Paver Project had already been awarded. Mayor Foster stated that he would look into the suggestion. City Administrator Bartus confirmed that he would work with Mayor Foster to explore whether the project could be added to another contract by change order and further noted that McCourt had been notified that the bid was sent out through DemandStar. There being no further discussion, Chair Catto stated that she hoped to have positive information to report at the May meeting.

**10. COMMITTEE MEMBER REPORT**

- a. Tennis - Judy Burgett spoke for Aleta Williamson and reported on ongoing playtimes and court usage. Judy Burgett recalled the previous meeting's discussion on tennis nets and windscreen replacement and asked for any new information. Cindy Catto recalled discussions about allocating funds in the upcoming budget. Chair Catto advised reaching out to Public Works Department Head Mike Guarino to follow up.
- b. Golf - Chair Catto reported that the furniture for the porch and additional trees have been ordered and that the need for additional space in the coming months should be reviewed. Chair Catto further reported that proceeds from the Fishing and Boating Club are believed to be donated for additional furniture purchases in the fall. David Evangelista provided further comment on benches by the Pro-Shop on the porch, noting the need for seating outside the sun in the shade and that the new furniture is going well.
- c. Bocce/Horseshoe/Shuffleboard/Cornhole – Chair Catto spoke for Frank Tremblay and asked for comments. Judy Burgett reported that the bocce tournament was held with great participation and provided an update on current play during the week. Judy Burgett also reported that the courts are in great shape and that disability access is excellent.
- d. Pickleball – Chair Catto commented on the upcoming tournament, which David Evangelista confirmed to have been canceled.
- e. Basketball: On hold for now.

## 11. COMMITTEE MEMBER ITEMS FOR DISCUSSION & RECOMMENDATION OF APPROVAL

- a. Discussion/Recommendation on proposals for Bocce Court Paver Improvements
  - i. Proposal by U.B. Brickin' for \$14,986.00
  - ii. Proposal by Paver Dave for \$21,595.00

Chair Catto reported that the new proposal had been received and that Frank Tremblay informed that UB Bricking is the contractor of choice, with a more realistic price. Chair Catto also reported on prior accidents and recommended using the remaining Recreation budget to finish the pavers at the bocce courts, hoping the city will finish the project this summer for less than \$11,000 used out of general funds. David Evangelista stated that UB Bricking is not a licensed contractor in the State of Florida and recommended requesting a quote from Haack instead. David Evangelista also clarified that UB Bricking does not appear on the State's website and that the State has not been contacted. He suggested that the City verify that UB Bricking has the proper licensing. City Clerk Roussin recommended checking with the Building Official regarding the allegation. Chair Catto asked for a motion to recommend that the City select its preferred contractor to complete the pavers at the bocce courts. David Evangelista asked for clarification.

**MOTION:** Motion made by Chair Catto to use the remainder of the Recreation Committee budget to be applied to finishing the paving project at the Bocce Courts, and that the Commission will decide if 1. The city can afford to finish it and 2. The city will decide who will do the project. David Evangelista seconded the motion:

**DISCUSSION:** None.

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

- b. Discussion/Review for Potential Website Edits

Chair Catto spoke about the current City website's Recreational webpage and suggested updating the areas for Pilates and the book club, with the update to be a work in progress over the summer. Chair Catto further added that the Little Libraries can be added and expressed hope for an update on the libraries at the next meeting. Chair Catto asked the committee to review the webpage and provide suggested updates at the next meeting. Sally Cherry expressed appreciation for the information provided on the website and noted that it is a great resource for residents. City Clerk Roussin outlined the procedure for website updates, with Chair Catto reiterating the need for updates and keeping the matter as an ongoing item.

Commissioner Diehl joined the meeting, addressed the earlier comment that UB Bricking lacked a license, and confirmed that the contractor has been contacted and is licensed and in good standing. Mayor Foster stated that no state license is required and explained that specialties do not need one. A brief discussion followed on licensing laws in the State of Florida, with consensus to follow up with the Building Official for clarification.

- c. Discussion/Review Recreation Committee Budget and all Recreational areas' needs/requests for FY 26/27 (10/1/2026-9/30/2027).

Chair Catto spoke on future budget needs for the Committee and asked for Committee members' comments on those needs. Vice-Mayor Colonell asked for a follow-up on repairs to the tennis net. Chair Catto stated they were unsure but would follow up. David Evangelista offered assistance as well, with Mayor Foster confirming they would meet with the contractor.

City Clerk Roussin reported that Commissioner Harding requests all budget drafts by June 1st, and Chair Catto asked the Committee to have all requests at the May meeting.

Vice-Mayor Colonell asked for a follow-up on last year's major trimming at the Golf Course and asked who is responsible for monitoring the golf course landscaping needs. Chair Catto confirmed responsibility for the needs and stated that discussions with Commissioner Harding and Manager Daryl Rice are ongoing to keep landscaping up to date. Chair Catto clarified that recommendations will be made to the city for the whole park system, in addition to the smaller recreation budget.

**d. Discussion on the approach for Future Golf Course Management Plans**

Chair Catto discussed the need to better understand what managing the golf course entails in light of Daryl Rice's anticipated departure on September 30, 2027. Judy Burgett asked who might be available to come on board and begin learning the role before next year, and questioned what the overall plan should be. Chair Catto suggested holding a workshop meeting in November to discuss what needs to be done and to begin developing a draft job description. David Evangelista commented that a fact-finding effort should include reviewing other facilities, conducting research, and seeking input from residents, seasonal residents, and members of the golfing community. A brief discussion followed on the Committee's recommendation to establish a fact-finding committee and the City Attorney's advice against it. Discussion continued regarding whether a letter should be sent to the community to gather input on golf course management. Chair Catto stated a motion to approve sending a letter to the community. City Clerk Roussin informed that no motion was necessary but asked for a draft to be submitted to make the intent clear. Vice-Mayor Colonell cautioned against obtaining too much input and offered further comment on options for running the golf course and for the exploratory Committee to explore all options. Chair Catto noted that she had been part of a golf club in the north and suggested looking at how similar operations are managed, including whether they are community-run or operated through a cooperative model. Vice-Mayor Colonell also suggested possible collaboration with the Sombrero Golf Course and the potential use of High School students as interns, while noting that he did not see many viable options other than the City running the course or having it run by somebody. City Administrator Bartus offered to reach out to Stan Haines to determine whether there may be any interest from the Country Club in collaborating. Chair Catto asked what direction the Committee wished to take. David Evangelista stated that he did not support sending a flyer to the general public at this time, and instead suggested that a small informal group of interested individuals make inquiries as private citizens and report their findings back to the Recreation Committee. Chair Catto commented on the possibility of identifying six or seven individuals to assist with that effort. Judy Burgett expressed support for the current management model and stated that she would also reach out within her local community, emphasizing the importance of regular oversight, planning, and attention to detail. David Evangelista reiterated that City Administrator Bartus should follow up with Stan Haines and suggested that the item not be placed on next month's agenda so members could review other operations before reconvening on the topic at the June meeting.

**e. Discussion/Review of Social Media Posts in Swimming at Sunset Park**

Chair Catto asked for a recommendation on swimming at Sunset Park and on enforcing the rules posted on the sign. David Evangelista commented on prior "No Swimming" signage and asked for confirmation that police had previously removed individuals for swimming at Sunset Park. He further stated that what is permitted at Sunset Park should be clearly defined and consistently enforced. Chair Catto confirmed that the sign states "No Swimming" and noted social media posts

showing individuals jumping and diving from the dock. The Committee held further discussion on swimming and rule enforcement. Mayor Foster stated that jumping is prohibited and informed that Public Works Department Head Mike Guarino will update the signage to align with the City Code.

**f. Discussion/Recommendation on Tennis Court Signage**

Chair Catto discussed Aleta Williamson's concerns about scooters and bicycles on the tennis courts, noted that additional signage is needed because the courts cannot be locked due to basketball use, and mentioned potential damage to the court surface. David Evangelista commented on the need for additional signage, noted that a previous sign had been moved, and recommended placing a sign at each gate. Mayor Foster stated that he had spoken with parents in the area and that previous behavior will be prohibited. The Committee reached consensus to place a sign at each gate. Mayor Foster further confirmed that Public Works Department Head Mike Guarino will arrange for a new sign.

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

Chair Catto stated that the solicitation for the basketball project has already been discussed and that the committee will wait for the bid for the construction of the courts. David Evangelista asked whether the committee will investigate whether Haack Enterprises can perform the project by change order before putting the project back out to bid, and cautioned about a possible conflict if both are done simultaneously. Mayor Foster stated that he will meet with McCourt and Haack in the coming weeks and will receive guidance from legal on how to move forward.

**h. Discussion to hold Summer Meetings via Zoom only**

The Committee gave consensus to hold summer meetings via Zoom only at 10:00 AM on the 2nd Thursday of each month, their regular meeting day.

- 12. ANY OTHER BUSINESS:** Mayor Foster updated on no net in storage and the need to order a new one.
- 13. NEXT MEETING:** Thursday, May 14<sup>th</sup>, 2026 – 10:00 AM Zoom
- 14. ADJOURNMENT:** The meeting adjourned at 11:28 AM.

Respectfully submitted,

*Silvia Roussin*

City Clerk

# MINUTES

## City of Key Colony Beach Recreation Committee

Thursday, May 14<sup>th</sup>, 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, 1<sup>st</sup>. Alternate Sally Cherry, 2<sup>nd</sup> 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 2 3 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 1<sup>st</sup> 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

**MAY 2026**

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|                                   | <b>Budget</b> | <b>May 2026</b> | <b>FYE 2026</b> | <b>Remaining Budget</b> |
|-----------------------------------|---------------|-----------------|-----------------|-------------------------|
| <b>572-000 · RECREATION</b>       |               |                 |                 |                         |
| <b>572-040 Maintenance</b>        | 5,000.00      | 0.00            | 852.19          | 4,147.81                |
| <b>Total 572-000 · RECREATION</b> | 5,000.00      | 0.00            | 852.19          | 4,147.81                |



## **City Of Key Colony Beach Golf course Pro-Shop Renovation Questionnaire – May 20, 2026**

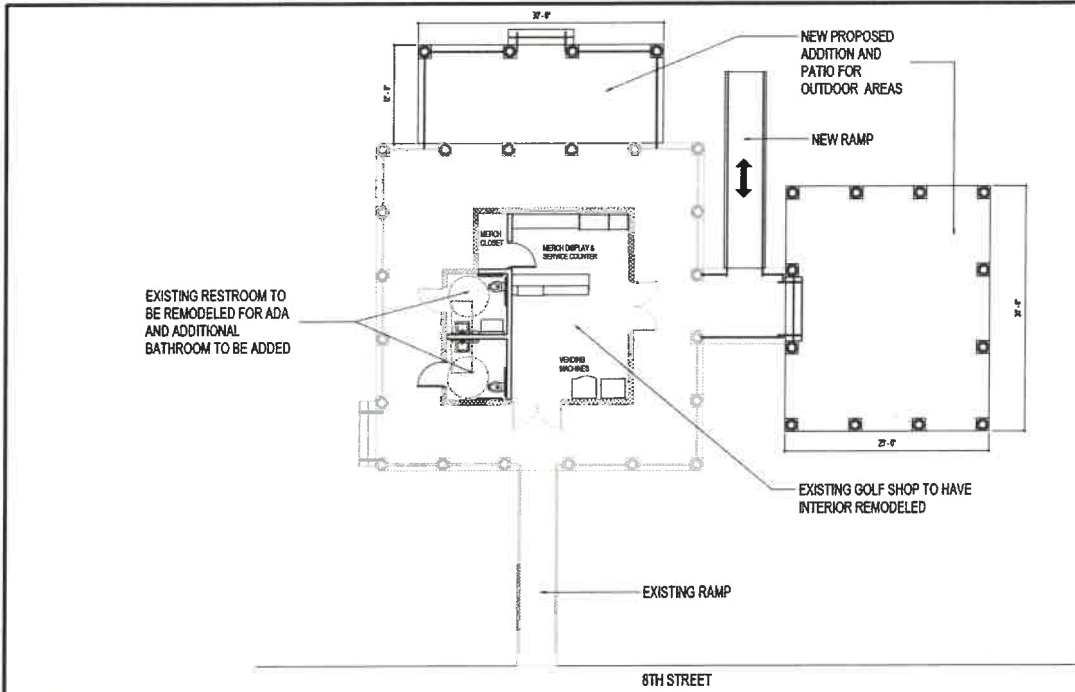
CPH Consulting is an Architectural and Engineering firm that was selected by the City of Key Colony Beach County to develop design parameters for the Golf course Pro-Shop Renovation. The renovation is being developed in phases on the property located at 8th St, Key Colony Beach, FL 33051. The goals for the project are to identify the near and long-term needs of the City and to develop design criterion for improvements, additions, and operational efficiency that aligns to the goals of the community.

The purpose and goal of this questionnaire is to further evaluate the needs, desire, requirements, and budget of the project. This questionnaire should be a collaborative effort amongst the facility users and Stakeholders/Commission to clearly identify the criteria for this project.

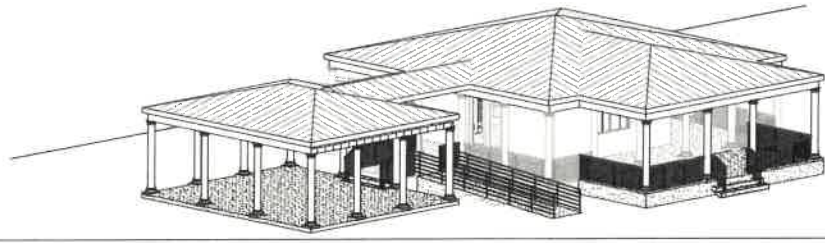
1. What is the estimated project budget?
2. What is the existing building lacking regarding its user needs?
3. Is additional storage needed?
4. Does the existing building have air conditioning? If not, is there a need to add as part of the renovations?
5. Does the existing building flood during king tides or heavy storm events (hurricane)?
6. Is security and access a concern?
7. Does the roof be replaced and if so, is there a preferred color?



8. Should additional openings windows and doors be provided? Should existing windows and door sizes be modified for larger options?
  
9. What interior finishes need to be renovated as part of this project?
  
10. Will snacks and beverage vending machines be placed on site?
  
11. Is the addition expected to be attached or detached to the existing structure?
  
12. Does the City want to expand, renew, or refresh landscaping adjacent to the building?
  
13. Will the space be used for any other activities that should be considered?
  
14. An ADA compliant restroom is needed. Will a second restroom be required or is one unisex restroom sufficient?
  
15. Of the 3 concept floor plans, did any stand out to be more favorable than the other?
  
16. Of the 3 concept floor plans, would you mix up or change any of the designs? If so, what would you propose?



1 FLOOR PLAN - 1  
3/10/21



1 PERSPECTIVE - 1/1

**cph**  
www.cphcorp.com  
Building Manager  
Commercial Properties

Project Name: 1000 10th Street  
Address: 1000 10th Street  
City: Memphis, TN 38103  
Project Number: 100010

Prepared By: CPH-Corps, LLC  
Date: 3/10/21  
Author: [Name]  
Checked: [Name]  
Approved: [Name]

PROJECT STATUS

|              |         |
|--------------|---------|
| Project:     | CPH     |
| Client:      | John    |
| Owner:       | Chapin  |
| Project No.: | 100010  |
| Revision:    | 000001  |
| Date:        | 3/10/21 |

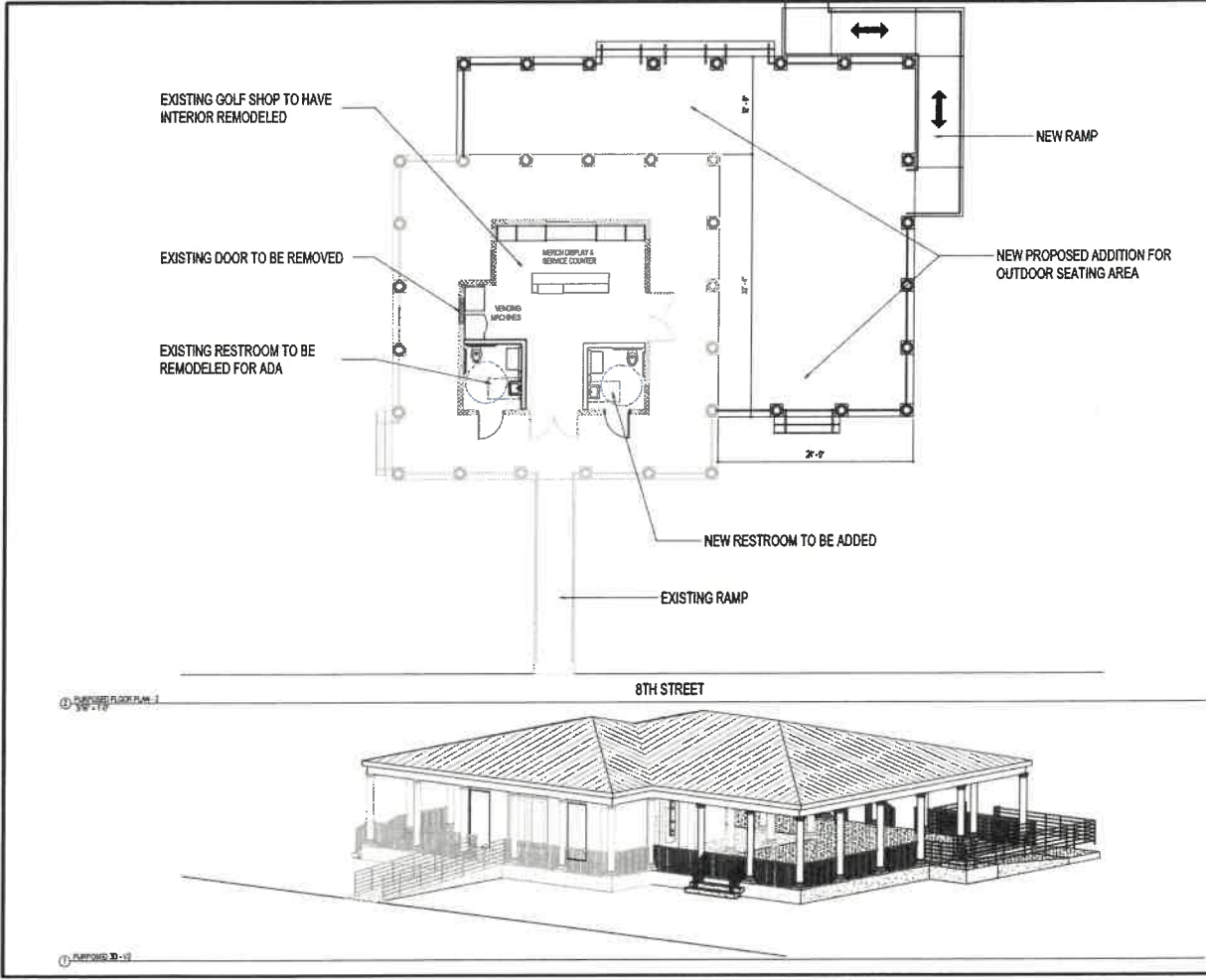
ARCHITECTURAL PURPOSE PLAN 1  
PROJECT NAME  
PROJECT ADDRESS

SCALE: 1/8" = 1'-0"

PLW/ESD  
 - - - - - 3/10/21  
 - - - - - 3/10/21  
 - - - - - 3/10/21

Sheet No.  
**AP101**

NOTE: THE SCALE OF THESE PLANS AND ANY DIMENSIONS ARE TO BE TAKEN FROM THE ARCHITECT'S INTENT.



**cph**  
www.cphsports.com

**Building Designer**  
Commercial/Industrial/Residential

DESIGNED FOR YOU PROJECT  
SCHEDULE PLANS 08/11  
PL 10/12/08-09

Not a Professional  
CPC Consulting LLC  
Not a Professional  
Not a Professional  
Not a Professional  
Not a Professional  
Professional Seal

PROJECT STATUS

|             |          |
|-------------|----------|
| Design      | City     |
| Draw        | Author   |
| Check       | Checker  |
| Project No. | 0000     |
| Issue Date  | 08/11/11 |
| © 2011      |          |

ARCHITECTURAL PORPOGAL PLAN 2

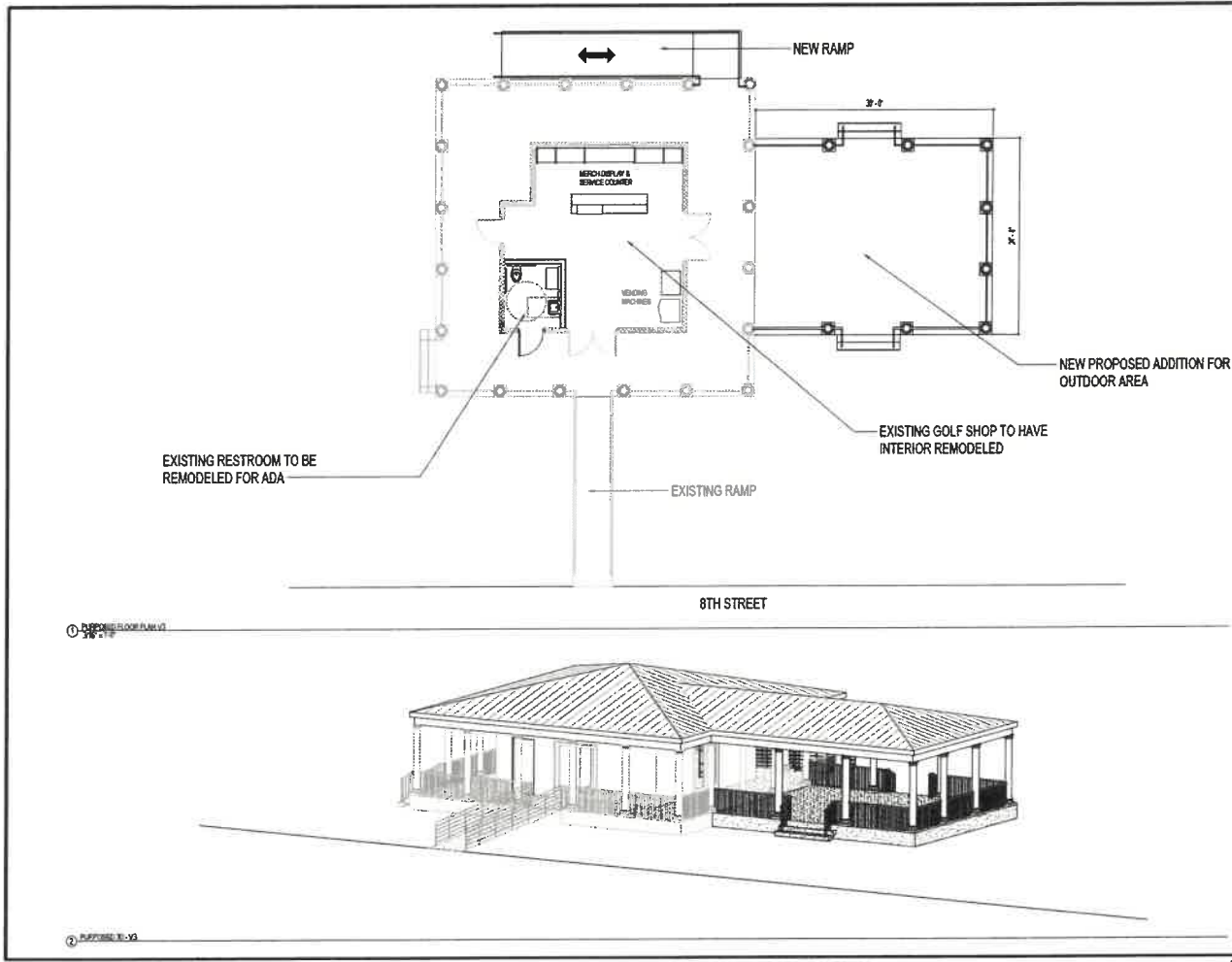
PROJECT NAME

PROJECT ADDRESS

Scale No

**AP102**

NOTE: THE SCALE OF THESE PLANS AND ANY DIMENSIONS ARE TO REPRESENTATION



1. 1/2" = 1'-0" FLOOR PLAN

2. PERSPECTIVE VIEW

**cph**  
 www.cphcorp.com  
 Building & Interior  
 Construction Specialist  
 10000 N. 19th Street  
 Suite 100, Phoenix, AZ 85028  
 Phone: 602.998.1111  
 Fax: 602.998.1112  
 Email: info@cphcorp.com

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**PROJECT STATUS**

|             |        |
|-------------|--------|
| Design      | City   |
| Draw        | Arch   |
| Check       | Design |
| Project No. | 10000  |
| Revision    | 10000  |
| Date        | 8/2018 |

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**ARCHITECTURAL PURPOSE PLAN 3**

PROJECT NAME  
 PROJECT ADDRESS

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Sheet No.  
**AP103**