

**MINUTES  
CITY COMMISSION WORKSHOP  
HAINES CITY, FLORIDA**

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**November 2, 2017**

**6:00 PM**

**Commission Chambers**

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**1. CALL TO ORDER**

At 6:00 p.m. Mayor H.L. Roy Tyler called the City Commission Workshop to order in the City Commission Chambers located in City Hall, at 620 E. Main Street, Haines City, Florida.

Mayor H.L. Roy Tyler, Vice Mayor Morris West, Commissioner Don Mason, Commissioner Anne Huffman, and Commissioner Horace West were in attendance.

Also in attendance were the following staff members: City Manager Deric Feacher, City Attorney Fred Reilly, and City Clerk Linda Bourgeois.

**2. WORKSHOP ITEMS**

**2.1. PROPOSED FEE SCHEDULE AMENDMENTS**

*Staff Contact: Jeff Jones, Interim Parks and Recreation Director*

Parks and Recreation Interim Director Jones and Development Services Director Greenwood provided information to the City Commission on the proposed fee schedule.

City Commission discussion surrounded the need for new chairs in the Oakland Senior Center. City staff will check at the Cromer Building to see if the chairs from the old city hall were still there and available for use. In addition, there was clarification requested on the rental fees and it was agreed that staff would add the usage unit such as per hour or per day to the fee schedule.

Furthermore, clarification was requested on the youth basketball fee because there is an additional annual membership fee of \$10.00. It was requested to include the annual membership fee within the same line to reflect the true cost.

Commissioner Anne Huffman asked about family or multiple children discounts to use at the nautilus center or when signing up for the athletic programs. It was agreed that the City Manager would research and review the findings with her at a later date. The discussion continued about adding family plans, the definition of family, and potential liability with the use of the nautilus equipment without having a liability form on file.

Other discussion was to research employee discounts and discounts for the city's retirees as an added benefit. The development service fees were discussed and it was shared they were comparable to other surrounding cities.

The City Manager said that the fee schedule would be amended to incorporate the recommended changes and be brought back before the City Commission for consideration of approval.

**RESULT: DISCUSSED**

## **2.2. ATHLETIC HANDBOOK COACHES CODE OF CONDUCT**

*Staff Contact: Jeff Jones, Interim Parks and Recreation Director*

The City Commission discussed the Athletic Handbook Coaches Code of Conduct. Discussion surrounded the policy's applicability to the adult leagues, the enforcement process for coaches violating the handbook when out of town, and the need for annual concussion awareness certification by the coaches.

City Attorney Reilly recommended placing a handbook compliance provision within all contracts between the City of Haines City and the various athletic leagues using the city facilities.

City Manager Feacher said city staff would incorporate the recommended changes within the manual and bring it back for final approval.

**RESULT: DISCUSSED**

## **2.3. SPECIAL EVENT APPLICATION**

*Staff Contact: Jeff Jones, Interim Parks and Recreation Director*

Interim Parks and Recreation Director Jones presented on the special event forms. City Commission discussion surrounded the placement of a dollar amount on the form or place a request limit of no more than 20% of the budgeted funding. In addition, a discussion occurred about how the forms would be ranked and staff's recommendations being sent to the City Commission for approval during the budgeting process.

City Manager Feacher said the forms would be amended with the recommended changes and brought back for approval prior to being used.

**RESULT: DISCUSSED**

## **2.4. DISCUSSION ON RENAMING OF 8-ACRE PARK**

*Staff Contact: Deric Feacher, City Manager*

Due to time constraints and the anticipated length of discussion on this workshop item, the City Commission decided it should be postponed until the next workshop.

**RESULT: DISCUSSED**

## **3. AGENDA REVIEW**

Prior to the close of the meeting, an explanation was given on the budget amendment ordinance and the qualifications of medical doctors writing prescriptions for medicinal marijuana not being something the city can regulate.

**4. ADJOURNMENT**

Without any further comments, at 6:56 p.m. the City Commission workshop was adjourned.

APPROVED: \_\_\_\_\_

BY: \_\_\_\_\_

ATTEST:

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Linda Bourgeois  
City Clerk