

**MINUTES  
PARKS AND RECREATION BOARD MEETING  
HAINES CITY, FLORIDA**

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**April 10, 2018**

**5:00 PM**

**Commission Chambers**

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**1. CALL TO ORDER**

Chair Stanton called to order the Parks and Recreation Board Meeting on Tuesday April 10, 2018 at 5:06 p.m. in the City Commission Chambers located at 620 East Main Street, Haines City, FL.

In attendance: Chair Daniel Stanton, Board Member David Graham, Board Member Linda Kuchta, and Board Member Joshua Hicks.

Absent: Ben Krezminski

Staff in attendance; Parks and Recreation Director Terrell Griffin, Recreation Supervisor Jillian Latimer, Recreation Supervisor Tom Mallernee and Deputy City Clerk Erica Anderson.

**2. APPROVAL OF MINUTES**

Board Member Kuchta moved to approve the minutes of the March 13, 2018 meeting. Board Member Hicks seconded the motion.

Board Member Graham moved to amend the minutes of section 7 of the March 13th meeting minutes, to remove staff comments. The motion failed for lack of a second.

Chair Stanton pointed out the spelling of Chandler Ridge to Chanler Ridge.

Board Member Kuchta moved to amend section 7 of the minutes, it would be last line of the minutes. Board Member Hicks seconded the motion.

Board Member Kuchta made a motion to approve the minutes with the amended sections. Board Member Hicks seconded. All were in favor.

**3. FUTURE SPECIAL EVENTS AND SPECIAL EVENT BRAIN STORMING**

Director Griffin informed the board of the current events the Parks and Recreation Department currently holds;

- Wine and cheese festival partnered with the chamber of commerce
- College Football Tailgate
- Taco and Tequila Festival
- Hot Dogs and Hot Rods
- Splash Flash
- Easter Community Outreach Program.
- 5k during October for Halloween

Chair Stanton discussed possible months the events would take place with Director Griffin. There are no specific dates for the events at this time.

Board Member Kuchta talked about the alerts on the new city website, she stated the alerts may have a delay. She went on to talk about the Spring and Fall Festivals that were held in the past and asked if the city provided funding for these events.

Chair Stanton inquired if and why there is no funding from the city.

Director Griffin stated the events held in the city generate revenues to support future events.

Chair Stanton talked about green initiatives and an earth day event for the city and the Parks and Recreation Department receiving monetary support from the city.

Conversation ensued amongst the board and staff concerning monies for special events and the challenges of new events.

#### **4. CAPITAL**

Director Griffin spoke about capital improvements projects to include; the tennis and basketball courts to be resurfaced at the Oakland Neighborhood Center, refurbishing of the restrooms, the benches, trash cans, and playground and fitness equipment, new carpet at the event center, and any additional upgrades as needed for the 18/19 budget year.

Board Member Hicks asked about the lawn and if there were ever any ideas to turf the area. Staff indicated this is correct however, turfing the area would not allow for events that include cooking with grills.

#### **5. GUN RANGE PROPERTY**

The board was presented maps of the property. The property is located off of Old Polk City Road. Chair Stanton presented on the gun range property.

Discussion was had concerning raising funds for future projects and amenities, further discussion concerned prioritizing and current events.

Board Member Hicks suggested the utilization of clubs to fund the trails and its environmentally friendly.

#### **6. DISC GOLF AND DOG PARK**

Chair Stanton inquired whether the Dog Park and Disc Golf was something that could happen by December of this year or June of next year. It was stated by staff that the dog park would be feasible, however the Disc Golf which estimated to cost between \$5-\$12,000.00 would not be completed in house and would need to be contracted out through the bid process. Stanton talked about multi purpose fields and how to make sure the animals utilizing the parks have received their shots.

**7. GRANTS DISCUSSION**

Director Griffin talked about the grant process and the limited funding available and majority of grants must be matched. However, this will not stop the department from applying for grants.

Chair Stanton talked about current grants offered through Disney and possible procedures for securing the monies and the lack of arts and humanities in the city. Staff talked about the City's social media responses with not much traffic.

Discussion ensued grants concerning grants in favor of the arts and the grant writing processes.

Board Member Graham suggested the use of Fred Fox and Associates to look for and apply for grants on behalf of the city, [the city currently uses Fred Fox and Associates for Grant writing].

Director Griffin expressed the need to maintain structures once they have been sought and implemented.

**8. PUBLIC COMMENTS**

There were no members of the public to come forward and speak with the board.

**9. BOARD DISCUSSION**

The Board requested an update on the appointment of a new member(s). It was stated that the appointments had not gone before the City Commission for appointment.

Board Member Hicks asked about the tailgate event and suggested monthly meeting nights.

Director Griffin encouraged board members to attend the ethics training to take place in Saturday, May 12, 2018 at Lake Eva Event Center from 8:30 a.m. to 1:00 p.m.

Board Member Kuchta stated she is going to resign and has a lot on her plate at this time and wishes to spend more time with her family. Director Griffin thanked her for her service and wished her well.

Director Griffin further addressed the Board concerning Sunshine Law, future meetings, agenda construction and misunderstanding that arise and best practices for handling future conflict.

**10. ADJOURNMENT**

Board Member Graham moved for adjournment, board member Kuchta seconded the motion. Without any further discussion the meeting was adjourned at 6:19 p.m.

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

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

ATTEST:

\_\_\_\_\_  
Linda Bourgeois  
City Clerk