Recreation Commission Meeting Minutes

Wednesday, October 14, 2026

4:30PM, City Hall Board Room

In Attendance: AJ Fox (Director), Angela Luna (Administrative Coordinator), Miranda Edwards (Athletics Coordinator/Operations Manager), Alderman Threet, Brent Parsley, Dr. Prater Powell, Stan Rogers, Leslie Trussler, Leslie Brasfield

1. **Roll Call of Attendance**
2. **Approval of Agenda for Wednesday, October 14, 2026.** Motion to approve made by Stan Rogers, seconded by Leslie Trussler. The motion carries.
3. **Approval of Meeting Minutes** from September 09, 2026. Motion to approve made by Dr. Powell, seconded by Leslie Brasfield. The motion carries.
4. **Citizen Comments:** None
5. **Recreation Center Statistics**
    a. Estimated Guest Count
        i. September 2026: 7,762
        ii. These numbers do not include those that visited the facility for a party reservation, swimming lesson, or dance class. These numbers have lowered since the previous month, likely due to school starting for the year.
    b. Memberships
        i. September 2026: 2,711
        ii. This number now includes ACH memberships as these memberships have been migrated from the previously used recreation software (RecTrac) into the new one (Rec+).
    c. Revenue Breakdown
        i. Daily Visit: $13,891.50
        ii. Yearly Memberships: $14,204.20
        iii. 3 Month Memberships: $1,972.00
        iv. 1 Month Memberships: $996.00
        v. City Wellness Memberships: $150.00
6. **Budget**
    a. Director Fox presents the board with the total Parks and Rec budget as of August 31st. According to his last meeting with Finance Dir. Burrows, the Recreation dept. is currently on track budget-wise as of the end of September.
    b. Leslie Brasfield questions a line on the budget labeled Fines & Penalties. Director Fox explains that this is for money received for fines imposed on customers for

Ada Wright or Fred Deadman reservations—for example, any damage made to buildings or properties.

c. Stan Rogers questions what "Misc. Revenue" on the budget refers to; Director Fox explains that this line is for funds that have not been specifically pinpointed to their own line, such as sponsorships.
d. Dr. Powell questions where the line items for Ada Wright Rentals are; Director Fox states that they are not included in the report provided, but that those figures can be obtained for the next meeting.
e. Dr. Powell also questions the Rec Admin portion of the budget and Director Fox explains that this is the budget for staff labeled as Administration, such as Rec. Admin Coordinator Angela Luna.
f. Stan Rogers asks if revenue for other facilities besides Rec Center can be included in the Financial Report.
g. Director Fox states that specific line items in the report can be excluded or included based on what the Commission would like to see—he will email everyone the entire report so that Commission members may request these line items for the next meeting.
h. Leslie Trussler asks if it is known what we still owe on the Rec Center—AJ states that he does not know the exact total as it was lumped together in one bond issuance. We do still owe and expect to have the amount paid off by 2035. Alderman Threet adds that he believes the Rec Center was built for less than $3 million.

7. Project Review: Recreation Center Renovations

a. Volunteer Paint is almost finished painting the top portion of the building; painting of the lower brick walls is still in progress.
    i. Brent Parsley questions if the painting is something that will need to be done yearly; Director Fox states that he will get an answer from Volunteer Paint.
b. The HVAC system in the Wellness Room (weight room) has been replaced with a new one.
c. The aquatics dept. has implemented the use of the recently installed mobile ADA chair lift—this lift will aid those with mobility disabilities who would like to use the pools.
d. The HVAC system in the pool's pump room is scheduled to be replaced on October 19th.

8. Programs Report

a. Dusty Elam Basketball: registration has completed with a total of 173 sign-ups. The draft to sort players into teams is scheduled for October 15th.
b. Men's Basketball League: registration is still open with no sign-ups as of yet; Miranda has spoken to several teams from last year who do intend to sign up.

c. Fall Break Camp: a day camp to provide child care during Manchester City Schools' Fall Break. 23 total children were registered.
d. Halloween Bash: scheduled for Friday, October 30th. This year, the Recreation Dept. has joined the Manchester Fire Dept. to blend the Halloween Bash with the MFD Haunted House at Fred Deadman / Ada Wright Center.
e. Fast Four Tennis Tournament: scheduled for October 17th with 15 total registrations. In preparation for this event, minor repairs were made to the tennis courts at Fred Deadman park such as filling cracks on the court and fence repairs.
f. Pilates in the Park: this event will be rescheduled due to rain, with a new date to be determined.

9. Old Business

a. Youth Sports Athletic Agreement: new agreement drafted by Mayor Hobbs, given to the Recreation Commission to review and approve before forwarding it to BOMA.
    i. Dr. Powell asks for clarification on who "the City" is in reference to when mentioned in the agreement. He states that the agreement should define who makes what decisions—whether it be the Rec Center, the Board of Mayor and Alderman, the Athletics Coordinator, etc.
    ii. Alderman Threet recommends that the Mayor and Recreation Commission meet to update the agreement before presenting it to BOMA. Director Fox states that he will bring it to Mayor Hobbs' attention.
    iii. Dr. Powell makes a motion to approve the Athletic Agreement with the stipulation that the requested definitions be made. The motion is seconded by Leslie Trussler; the motion carries.
b. Recreation Center Plaque
    i. Leslie Brasfield asks for an update on placing a plaque at the Rec Center; Director Fox states that he has spoken with Harden Signs and they stated they can do it, but the verbiage on the plaque will need to be decided first.

10. New Business

a. Maintenance
    i. On Friday, October 2nd, an electrical transformer located in the mechanical room in the main hallway of the Rec Center caught fire. The Fire Dept. responded, and no damage beyond to the transformer itself.
        1. The transformer was replaced on October 8th and is now operational.
b. Park Security Cameras
    i. BOMA has approved Resolution 42-2026 to install security cameras in the parks. They will be placed outside of restrooms and around fields to deter

vandalism; there are 18 cameras contracted to be installed, spanning from the Lonnie J. Norman Memorial Park to the Recreation Center.

ii. The contract to install the cameras is with tickIoT, Inc. in the amount of $73,744.00.

iii. Dr. Powell asks who will have access to these camera feeds; Dir. Fox will consult with the I.T. Dept. to confirm.

11. Park Updates

a. The parks department has purchased several signs from Harden Signs to label the ball fields and shelters/pavilions in the parks.

b. Personnel

i. Alonso Alvarez was hired as a groundskeeper.

c. The Parks department has plans to place more picnic tables in Fred Deadman, Lonnie J. Norman Memorial Park, Dave King Park, and Manchester Sports Park.

d. There are 3 tournaments scheduled in the parks in October.

e. Park Improvement Plans

i. Leslie Trussler asks for updates on the improvement plans proposed for Fred Deadman Park. Director Fox shares updated plans in which amenities were added including a sand volleyball court, 3 tennis courts, and another shelter.

ii. Park Partners will be overseeing improvements to the Hunter J. Gattis playground.

1. Brent Parsley recommends that Park Partners look into applying for the Community Foundation Grant in January.

12. Items from the Recreation Commission: None

13. Next Meeting: Next scheduled date is November 11, 2026; this will likely be rescheduled to November 10, 2026 in observance of Veteran's Day.

14. Adjournment: Motion to adjourn made by Leslie Trussler, seconded by Leslie Brasfield. The motion carries.

Respectfully Submitted,

Angela Luna

Recreation Administrative Coordinator