

**Manchester Parks and Recreation Department
Recreation Commission Meeting Minutes
Thursday, September 14, 2023**

Attendance: Director A.J. Fox, Alderman Julie Anderson, Chairman Brent Parsley, Dr. Prater Powell, Leslie Brasfield, Stan Roger, Leslie Trussler

At the start of the meeting, Chairman Brent Parsley stated that he and Alderman Anderson were reappointed to the Recreation Commission. Chairman Parsley asked the members if they wished for him to continue as chair. Dr. Powell made a motion that Brent Parsley continued to serve as chair for the commission. Leslie Trussler seconded the motion. Motion was approved by all.

1. Approval of meeting minutes from August 10, 2023
 - Alderman Anderson made a motion to approve the minutes. Dr. Powell seconded the motion. Motion was approved by all.

2. Citizen Comments
 - No comments from citizens.

3. Programs Report
 - A. A Race for the Ages
 - A Race for the Ages was held in Fred Deadman Park from August 31st to September 4th. There was a total of 120 participants with the oldest participant being 91 years old.
 - B. Pool Pawty
 - The annual Pool Pawty will be held on September 23rd from 2:00 PM – 3:00 PM. The fee is \$5.00 per dog to participate and pet records are required for proof that pets are up to date with shots.
 - C. Homeschool PE
 - Homeschool PE will start September 27th and will be held on every other Wednesday, with the exception of school holidays. Participation is free with a membership or a daily fee of \$5.00. The program participants are being divide by age group for this year.
 - D. Amazing Family Night
 - Amazing Family Night will be held on September 29th from 7:00 PM – 9:00 PM. This event is free to all participants. Unity Medical Center is sponsoring the event. Activities will include open basketball gym, swimming, open youth wellness room, and snacks.

E. Dusty Elam Basketball

- Dusty Elam Basketball Registration is open until October 16th. The cost is \$50 per player. Practices are scheduled to start October 23rd and games start November 11th.

4. Maintenance

- Therapy Pool Heater
 - Options are being looked at for a different style heater that is similar to a tankless water heater that will not use natural gas.
- Lap Pool Heater
 - The lap pool heater has been repaired. The total to repair the heater was \$3,166.38.

5. Old Business

A. LPRF - Ball Field Lighting Grant

- Documents have been reviewed and comments sent to St. John Engineering. Once final bid documents are created, they will be uploaded for TDEC to review before going to bid.

B. Recreation Center Roof Replacement

- A meeting was held with Don Kennedy Roofing to discuss punch list items and a solution to repair the parking lot.

C. Recreation Center Wellness Room Floor

- Currently waiting on a reply from the bonding company.

D. Personnel Change

- Kaitlin Davis was hired for the position of Recreation Specialist. She has a Bachelor's Degree in Agricultural Business. She has prior experience in recreation from Shelbyville Parks and Recreation Department.
- Cindy Weber, Wellness Manager, has announced tentatively that she is retiring in January.

E. Basketball Gym Floor

- After discussions with vendors and research by Architect Stacy Slabaugh, it has been determined that the entire gym floor might need to be replaced. A meeting is schedule with an insurance representative on Friday to discuss this possibility.

F. Part-time Pay Rates

- Discussion was held on the need to raise part-time staff pay rates in order to retain and attract new staff. A pay scale was presented to the commission for review. Dr. Powell made a motion to accept the pay scale proposal as is. The motion was second by Leslie Brasfield. Leslie Trussler sustained from voting. Motion was approved by voting members.

6. New Business

- Manchester City School Physical Education Class
 - The department has been asked by the Manchester City Schools system to provide physical education classes on Tuesdays for a group of middle school students that are part of the Westwood Middle School after school program. A fee was proposed to the commission to set a rate of \$50 per hour to provide this service to the Manchester City Schools system and to other entities that request the service. Leslie Brasfield made a motion to accept the proposal. Stan Rogers seconded the motion. Dr. Powell declared a conflict of interest. Motion was approved by all.
- Farmers Market
 - A proposal was submitted to the commission to eliminate the vendor fee to help attract vendors. Included in the proposal was to amend the rules and bylaws to include artist/handmade artisans. This would include painters, jewelers, potters, woodworkers, and etc. Discussion was had about the market. Leslie Trussler made a motion to accept the proposal as stated. Alderman Anderson seconded the motion. Motion was approved by all.

7. Items from the Recreation Commission

- It was asked about the annual shutdown week for the recreation center. Director Fox stated that the shutdown will be contingent on when the weight room floor could be replaced.
- Discussion was had about the green house and teaching kitchen facility. Director Fox stated that we would like to utilize those areas again and hope to in the near future.

8. Next Meeting: October 12, 2023

9. Adjournment

Respectfully Submitted



A.J. Fox

Parks and Recreation Director