

Recreation Commission Meeting Minutes

Thursday, January 22, 2024 Noon at Manchester Recreation Center

In attendance: AJ Fox- Director, Becki Johnson- Assistant Director, Katie West- Activities Coordinator, Nicholas Goner – Recreation Specialist, Leslie Trussler, Dr. Prater Powell, Julie Anderson- Alderman, Brent Parsley, Stan Rogers, Leslie Brasfield, Erin Kehely, and Tiffany Clutter- Thunder Radio.

1. Approval of meeting minutes from Thursday, December 7, 2023- Motion made by Alderman Julie Anderson with a second by Dr. Prater Powell, all approved.
2. Citizen Comments
 - A. None.
3. Programs Report
 - A. None.
4. Old Business
 - A. Ball Field Lighting Grant – The bid opening has been delayed due to inclement weather. There was concern by the Finance Department that bids could have been delayed due to the inclement weather. The next bid opening will be January 31, 2024.
 - B. Personnel Change – Wellness Director Cindy Weber is retiring February 2, 2024. A retirement party will be held in her honor at the Ada Wright Building Tuesday, January 30, 2024.
 - C. Basketball Gym Floor/Weight Room Floor – The contract with Southern Flooring Company has been signed by the Mayor for the basketball gym repair. The Board of Mayor and Aldermen have approved a notice of award for Southern Flooring Company to replace the weight room floor. A draft of the contract for the weight room floor has not been provided for the City Attorney’s approval yet.
 - D. Recreation Center Roof/Parking Lot Repairs – The side parking lot outside is up for repair after being damaged. Asphalt is to be fixed on January 25, 2024, markings will be made on January 26, 2024, and concrete will be poured on January 30, 2024.
 - E. Five Year Plan – A conference call will be held with Wold Engineering on January 23, 2024 to discuss building repairs.
 - F. Coffee County Rescue Squad Pool Usage – The Coffee County Rescue Squad has been approved to use the Recreation Center’s pool free of charge from January 1, 2024 to January 1, 2025 with approval from Board of Mayor and Alderman.

5. New Business

- A. 2024 Holiday Hours – All holiday hours for 2024 have been set. A motion of approval is made by Dr. Prater Powell with a second by Leslie Brasfield. All approve.
- B. Group Fitness Instructors – A new job description for Group Fitness Instructors is being implemented. A motion of approval is made by Alderman Julie Anderson with a second by Stan Rogers. All approve.
- C. Lifeguards – An updated job description for lifeguards is being implemented. A motion for approval is made by Leslie Trussler with a second by Leslie Brasfield. All approve.
- D. Athletic Field Usage Policy – A new contract for use of athletic fields is being implemented. Important topics to note in this agreement are the guidelines for hosting tournaments and the weather policy. A motion of approval is made by Leslie Trussler with a second by Dr. Prater Powell. All approve.
- E. Community Garden Proposal – Recreation Specialist Nicholas Gonder wishes to reopen and refurbish the Community Garden with the help of the community. The Community Garden proposal introduces 15” by 15” plots for the public to purchase for the season for \$70 per plot and a \$25 deposit. Gonder would also like to implement plant sales for those to purchase plants to set, as well as gardening workshops for beginners. A motion of approval is made by Leslie Brasfield with a second by Dr. Prater Powell. All approve.
- F. TDEC Grant Intent to Apply – The Manchester Parks and Recreation Department would like to apply for a fund-matching TDEC grant for ballfield upgrades. The upgrades would include converting lighting to LED lighting and ADA improvements to the Miller Field, National League Field, and Field #9. The deadline to apply is February 22, 2024. A motion of approval is made by Leslie Trussler with a second by Leslie Brasfield. All approve.

6. Next Meeting: February 8, 2024 at Noon

7. Adjournment

Respectfully submitted,

Katie West
Activities Coordinator