

Recreation Commission Meeting Minutes

Thursday, February 8, 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- Chairperson, Stan Rogers, Erin Kehely - Citizen, and Tiffany Clutter- Thunder Radio.

1. Approval of meeting minutes from Thursday, January 22, 2024- Motion made by Alderman Julie Anderson with a second by Dr. Prater Powell, all approved.
2. Citizen Comments
 - A. None.
3. Programs Report
 - A. Upcoming Lifeguard Courses – February’s class may be combined with the March class due to low attendance. There will also be a class held in April.
 - B. Swim Lessons – Summer Swim Lesson registration is now open.
 - C. Community Garden – Registration for plots now open. There has been a large public interest in participating.
 - D. Amazing Family Night – First one of the year being held Friday, February 23 and will be sponsored by Unity Medical Center. Manchester Kiwanis Club would like to sponsor the upcoming Amazing Family Night in April.
4. Old Business
 - A. Personnel Change – Wellness Manager Cindy Weber has retired since February 2, 2024. Justin Bryan has accepted the position to take over as Wellness Manager.
 - B. Basketball Gym/Weight Room Floor – A date of March 7, 2024 has been put in place to start both the downstairs gym floor and the upstairs weight room floor. It is projected that the weight room floor will be under construction for a week and a half, while the downstairs gym floor will be under construction for three weeks. This construction will coincide with shutdown week, March 11 – 15.
 - C. Recreation Complex Roof/Parking Lot – Don Kennedy Roofing conducted a leak test to determine if the roof was leaking. The test came back negative and it was determined the water in the building was due to condensation dripping. There is only one true leak in the ceiling in Nick’s office. In their trip to the Rec Center, they did a review of the parking lot damage and decided that the project would be postponed until a scope of work can be agreed upon.
 - D. 5-Year Maintenance Plan – A walkthrough meeting with Wold Engineering was held on Tuesday, February 6 to discuss repairs.
 - E. TDEC Grant – The Board of Mayor and Alderman has approved the Recreation Department to submit a letter of intent for TDEC’s 2024 grant cycle. The letter of

intent will be to make ADA improvements and LED upgrades to the Miller Field, National League Field, and Field 9. If TDEC selects the department to apply, the department will have to get Board of Mayor and Aldermen's approval to complete the grant application.

5. New Business

- A. Ballfield Lighting Grant – All bids on lighting are back for further review. It is recommended to contract with C&H Commercial to complete the project for \$1,187,950. A motion of approval was made by Dr. Prater Powell with a second by Leslie Trussler. All approve.
- B. Camera Installation – All bids on installing security cameras have been reviewed. Bankpak is the recommend choice for the project at a cost of \$68,560. The timeline of installation is aimed to be completed before May 1, 2024. A motion of approval to use Bankpak is made by Stan Rogers with a second by Leslie Trussler. All approve.
- C. Front Desk Job Description – A new front desk job description was presented for approval. A motion of approval is made by Alderman Julie Anderson with a second by Dr. Prater Powell. All approve.
- D. Ruck Club Proposal – Recreation Specialist Nicholas Gonder wishes to start a ruck club, a type of cardio exercise that involves hiking with a weighted backpack. The club will be held in 12-week session increments during all seasons for all of those 15 and older. Each session will be \$40. A motion of approval was made by Leslie Trussler with a second by Dr. Prater Powell. All approve.
- E. Babe Ruth Field – Manchester City Schools would like to install a new scoreboard on the Babe Ruth baseball field. The new board is made by FairPlay and would be easier to repair and upkeep than the current scoreboard. A motion of approval is made by Alderman Julie Anderson with a second by Stan Rogers. All approve.

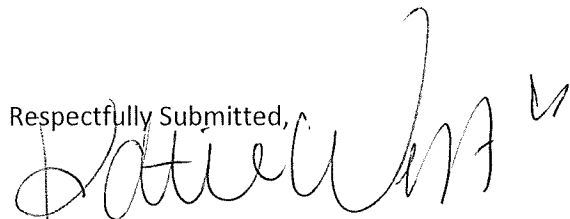
6. Items from the Recreation Commission

- A. Staff Uniforms – Dr. Powell asked about a staff uniform. Director Fox replied that staff are to dress in a Sunday best attire and wear a department issued name tag. Maintenance and lifeguard staff are the only staff that currently have a uniform that is supplied by the department.

7. Next Meeting: Thursday, March 14, 2024 at Noon

8. Adjournment

Respectfully Submitted,



Katie West

Activities Coordinator