

Recreation Commission Meeting Minutes

Wednesday, December 11, 2024

4:30pm at City Hall Board Room

In attendance: AJ Fox- Director, Becki Johnson- Assistant Director, Katie West- Activities Coordinator, Stan Rogers, Brent Parsley, Dr. Prater Powell, Leslie Trussler.

1. Approval of meeting minutes from Thursday, November 11, 2024- Motion made by Leslie Trussler with a second by Dr. Prater Powell. All approve.
2. Citizen Comments
 - A. None.
3. Programs Report
 - A. **Christmas Parade** – The annual City of Manchester Christmas Parade was held on Saturday, November 30, 2024 at 7:30pm. There were 107 total entries for the parade. The regular float winners were, in order, Reese’s Genes Boutique, Manchester Walmart, and All Creatures Veterinary Clinic. The large float winners were, in order, Sain Construction, Coffee County Middle School Softball, and the Coffee County Fair Board. The parade ended with Santa and Mrs. Claus lighting the Christmas tree and the newly lit addition of the courthouse on the square. The Manchester Parks and Recreation will be discussing new ways to pick the parade theme in 2025.
 - B. **Trees of Christmas** – The annual Trees of Christmas was moved from the Ada Wright Building into the Recreation Complex this year to allow for more guests to view the trees in coorespondance with the new ice rink, as well as allowing for an extended viewing from Monday, December 2, 2024 to Sunday, December 20, 2024. There were approximately eight participants this year.
 - C. **Ice Skating Rink** – The Merry Manchester Ice Rink opened on Monday, December 2, 2024, at the Manchester Recreation Complex. The rink is completely artificial and was able to be installed via a state grant provided by the Manchester Tourism Committee. Tickets are available to purchase online via Eventbrite or in-person at the Recreation Complex front desk.
 - D. **Christmas Luncheon** – A Christmas luncheon will be held at the Ada Wright Building on Thursday, December 19, 2024, at 11:30am for anyone who would like to join. The Conference Center will be catering the entire meal, except for desserts. Normally luncheons are \$5 per guest, but Assistant Director, Becki Johnson, has opted to raise the price to \$10 to cover a more expensive cost for the catering. A

motion of approval to raise the attendance fee is made by Leslie Trussler with a second by Stan Rogers. All approve.

4. Maintenance

- A. **Vandalism** – Major renovations are in the process to the Fred Deadman baseball field bathrooms such as new toilets, new partitions, new floor and wall paint, and new exterior doors. Less than a month after new exterior doors have been installed, the men’s restroom door has been destroyed after a crowbar was used to break the lock. A new door will have to be installed as the door is now completely damaged. Recommendations for new safety measures have been made such as installing cameras and/or motion sensor lights.

5. Old Business

- A. **TDEC Ballfield Renovation** – All ballfields have new lights on them and have been working great. However, the Babe Ruth baseball field lighting system will be repaired due to a wrong volt system being installed. A 240 volt system was installed rather than the proper 480 volt system, resulting in 76 fuses being blown.
- B. **Van Purchase** – A new program vehicle, a Ford Transit Van, has been approved by the Finance Department and Board of Mayor and Alderman for \$53,723. Unfortunately, Ford of Murfreesboro stated that they sent an incorrect quote and the price has changed to \$55,712. This change means that the new program van will have to be reapproved by the Finance Committee and Board of Mayor and Alderman. A vote to reissue the purchase is made by Leslie Trussler with a second by Stan Rogers. All approve.
- C. **5-Year Recreation Center Maintenance Plan/Wold Agreement** – The Wold contract has been reviewed and approved by Mayor Joey Hobbs after making its way through all of the other proper channels. Phase One will be broken up into Part 1A and Part 1B to allow the opening of the outdoor pool in May. Part 1A will consist of re-plastering the outdoor pool, repairing the outdoor pool lights, new sand filters, and redoing the aerobics room floor. The bidding process will take place through January and February, 2025. Part 1B will consist of entirely gutting and redoing the pump room. The bidding process for Part 1B will begin through March and April, 2025.
- D. **Cardio Lease** – The new cardio equipment lease has been approved by the Board of Mayor and Alderman. The new equipment should arrive sometime in January, 2025.
- E. **Trane Chiller** – A new chiller for the Recreation Complex has been approved by the Mayor of Board and Alderman. With a 14-week lead time, there are hopes to receive the new chiller in September, 2025.
- F. **Department Budget Discussion** – In a brief discussion about the Recreation Complex budget discussion between Director, AJ Fox, Assistant Director, Becki Johnson, and the Recreation Commission, AJ and Becki shared that the Recreation Complex has brought in \$63,342.80 in November 2024, up from \$58,791.12 in

November 2023. Other chats of revenue and expenses through the last year were also discussed during this time.

6. New Business

- A. **Set Budget Discussion Meeting** – Director, AJ Fox and Assistant Director, Becki Johnson, have discussed with the Recreation Commission setting up a date to get together and create a budget for the 2025-2026 fiscal year by February 28, 2025. Both parties are discussing a date that works for everyone.

7. Items from the Recreation Commission

- A. None.

8. Next Meeting: Wednesday, January 8, 2025 at 4:30pm.

9. Adjournment

Respectfully Submitted

Katie West

Activities Coordinator