

## Recreation Commission Meeting Minutes

Wednesday, July 9, 2025

4:30pm at City Hall Board Room

In attendance: Becki Johnson- Assistant Director, Katie West- Activities Coordinator, Mayor Joey Hobbs, Alderman Mark Messick, Dr. Prater Powell, Stan Rogers, Leslie Trussler, Brent Parsley

1. Roll call of attendance.
2. Approval of agenda for Wednesday, June 11, 2025. A motion of approval is made by Dr. Prater Powell with a second by Leslie Trussler. All approve.
3. Approval of meeting minutes from Wednesday, May 14, 2025 and Wednesday, June 11, 2025. A motion of approval is made by Leslie Trussler with a second by Dr. Prater Powell. All approve.
4. None.
5. Programs Report
  - A. **Brazilian United Soccer Camp** – There were seven children enrolled in the camp that is taking place at the Manchester Soccer Complex. The camp started on Monday, July 7, 2025. There is a 70-30 profit split between the Manchester Recreation Complex and Brazilian United Camp.
  - B. **July 4<sup>th</sup>** – There was a wonderful turnout for the 4<sup>th</sup> of July celebration held at Rotary Park on Friday, July 4, 2025. There were an estimated 3,000 guests in attendance with seven food trucks and live music by Southbound Crows. The Recreation Department is on their second of three-year contract with PyroShows for their firework show.
6. Maintenance
  - A. **Chiller** – The current chiller that cools the Recreation Complex has been going in and out of power due to the cooling sprayer killing the electrical components. There are also two fans that are not currently working. A new chiller is expected to be delivered on September 22, 2025, which will coincide with the annual Recreation shutdown timeline. If the current chiller continues to be non-operational, a temporary solution will be provided until the new one arrives.

- B. **Fire Alarm System** – BankPak has come with a subcontractor to evaluate the current fire system within the Recreation Complex. It has been recommended that several fire alarms be replaced, as well as the current wiring be checked. BankPak is working with the Recreation Department to establish a 5-year plan of updating and replacing the current fire alarm system with a new one.

## 7. Old Business

- A. **Tournaments/Third-Party Events** – On the roaster of events, there is a softball tournament scheduled for Saturday, July 19, 2025 from 6:00pm until 2:00am on Sunday, July 20, 2025. There will also be an art show at Rotary Park on Saturday, July 12, 2025.
- B. **TDEC Ball Field Renovation** – A final inspection has been completed with TDEC and St. John Engineering. The grant has been closed out.
- C. **Recreation Center Membership Pricing** – The new pricing scale has been approved by the Board of Mayor and Alderman. The next step in integrating the pricing will be updating the rates in RecTrac. The new pricing should go into effect starting on Friday, July 11, 2025.
- D. **Department Financial Report** – The Finance Department will be closing out the month of June 2025.

## 8. New Business

- A. **Recreation Updates** – A new part-time Athletics position has been introduced to be under the new Tourism Department and will be filled by Miranda Edwards, a current part-time Wellness Attendant. Aside from this new position, another personnel change has taken place within the Recreation Department with Madison Moon returning as a full-time Front Desk employee. A final update for the month of July comes as the Recreation Department looks to swap their software from RecTrac to a new system called CocoFlo.

## 9. Items from the Recreation Commission

- A. None.

10. Next Meeting: Wednesday, August 13, 2025 at City Hall Board Room

11. Adjournment

Respectfully Submitted,

A handwritten signature in pink ink that reads "Katie West" with a small flourish at the end of the word "West".

Katie West

