

Recreation Commission Meeting Minutes
Thursday, January 20, 2022
Noon at Manchester Recreation Center

In attendance: Chairperson, Dr. Prater Powell, Leslie Brasfield, Leslie Trussler, Stan Rogers, Bill Nickels, Brent Parsley, Mayor Marilyn Howard, Director- A.J. Fox, and Assistant Director- Becki Johnson. Guests – Jeff Houck, Trent Hunt, Claire Jolley, John Coffelt, and Chesleigh Lee.

Call to order by Director- A.J. Fox.

1. Approval of meeting minutes from Thursday, November 11, 2021. Leslie Brasfield made a motion to approve, Leslie Trussler seconded the motion, and all approved.
2. Introduction of new maintenance technician, Trent Hunt.
3. Programs Report
 - a. Adult Basketball League is wrapping up on February 20th, 2022. Each team paid \$500 dollars to play, and after all costs the league will be making a profit of around \$1000. Minimal problems have occurred and there is hope for the league to grow.
 - b. Dusty Elam is also ending making around \$2,300 dollars. The Dusty Elam Foundation is again providing prizes for the end of the season.
 - c. Christmas Parade ended up having 138 entries and its costs were covered by the sponsors.
 - d. Trees of Christmas was a success with 22 tree displays and 848 viewers.
 - e. Thanksgiving and Christmas Luncheon both were successful with roughly 60 and 40 participants respectfully.
4. New Business
 - a. Archery Tournament will be held on February 12th, 2022 by Taylors Archery for youth up to 18 years old. Jeff Houck, Athletics Director, and Megan Blumhoefer, Evening Weekend Supervisor, met Taylor's Archery at a Homeschool Networking Event. There is expected to be up to 200 kids at the tournament. There is hope that this could lead to potential regional tournaments being held in Manchester.
5. Maintenance
 - a. City Schools, as well as, the Baseball and Softball Leagues gave \$13,780 that is being used towards field maintenance. This money will go towards dirt, conditioner and other items used to better the fields.
 - b. Fred Deadman maintenance shop is being upgraded. A new roof and new siding will be installed within the next few weeks.
 - c. Ada Wrights floors needed repair. Maintenance worked on correcting water damage done to the hardwood flooring. The tile floors were also stripped and waxed.
 - d. Dog Park fencing was placed between the parking lot and the practice soccer fields to insure safety for players and to protect the condition of our fields.
6. Old Business
 - a. Parks and recreation maintenance staff installed the Manchester Coffee County Library Story Book Trail along the greenway.
 - b. Grant Project Updates –

- i. Outdoor basketball court goals and fencing has arrived. Tile surfacing for the court has been purchased.
- ii. Farmers Market concrete bid was approved for Rick Bentley, waiting on the delivery of metal for the project.
- iii. Ballfield lighting grant is on hold due staff needing to attend mandatory workshops for the management of the grant. TDEC will schedule workshops in the coming months. After these are held, the contract TDEC will present a contract for the Mayor to sign.
- c. The Sports Court has only received one bid for \$33,392.78 from Twin Cedars. City schools are hoping to have the court done around March making choosing a bid time sensitive. St. Johns has to approve of Twin Cedars plan before work begins. Twin Cedars would be adding ADA parking as well as sidewalks for the Sports Court. Brent Parsley motioned for St. John to approve of Twin Cedars' bid provided St. John Engineering approved. Leslie Brasfield seconded. All in favor.

7. New Business

- a. Dragon Fly Mural updates are to be done on the well house. Scott Van Velsor is planning to pay for the update out of his pocket for Sara Pearson to repaint the mural. Mayor, Marilyn Howard motioned for there to be a written document stating that it would be paid for by Scott Velsor.
- b. Joint Use School Agreement has been written for all matters held between Manchester Parks and Recreation and the Manchester City School System. A verbal agreement had been previously instated, but now the agreement is in written form. Parks and Recreation Athletic Director, Jeff Houck and City School's Athletic Director sat down and worked on the written agreement as a team. The department plans to to eventually use a similar agreement with the Coffee County School System. Motioned by Leslie Brasfield, Seconded by Stan Rogers, All in favor.

8. Other Business

- a. Swim Team Resolution

Manchester Recreation Administration and Chesligh Lee, President of the parent board, found it best that the swim team operate as its own entity. This is being done for the best interest of the swimmers, parents, coaches, and recreation administration.

The MAKOS will operate similar to our baseball and softball leagues starting February 1st, 2022. The current swimmers that have paid fees to the Recreation Center will be refunded and then will pay their dues to the MAKO parent swim board. A refund will be given to participants that have paid fees from February 1 – July. The total amount to be refunded will be \$9,747.10.

Before this decision, the MAKOS were operated as a City ran entity. Three coaches were employed by the City and were to clock in for practices and swim meets. At some point, the parent board began paying for the coaches travel time, room and board, and other fees when the swim team began traveling. The City of Manchester should have been paying all fees associated with travel.

Financially, the Recreation Complex will be saving money by not absorbing the swim team in full. If the swim team remained a Parks and Recreation entity, all fees, travel and wages would have to be paid by the City. Totaling to almost \$18,000 per year. The MAKOS taking

responsibility for wages, travel, and other fees saves us around \$2,000 a year. The use of lifeguards will still cost us \$16,000 because we have to have three lifeguards staffed during practices.

Practice times for the fall/winter season will be Monday – Thursday 3:30pm – 6:30pm and Saturday 7:30am – 9:00am. After 6:00pm Monday through Thursday the swim team will have to share the pool with recreation members and visitors.

At this time, A.J. Fox and our aquatics team have come up with a draft of a use agreement for the swim team. One item that will be decided later is the agreement on practice times during the summer months. Within the agreement, it is stated that we will not be charging the swim team for use of the pool during practice times. This parallels with the baseball and softball teams that also do not have to pay for the fields during practice times. Chesliegh Lee stated that not charging them for practice would be helpful due to the fact that raising the cost of joining the swim team could turn away many families.

When asked what the swim team would do in return for the Parks and Recreation Department, Chesliegh Lee responded. She stated that the swim team has bought many things for the pool in order to make their team and the recreation center look better. She believes that in the past years they have bought over \$20,000 of equipment that is also used by the Recreation Center.

A.J. Fox motioned that the use agreement be looked at and voted on in the February meeting. Bill Nickels disagreed saying that this was a decision that the Recreation Administration should be making on their own and not a matter that should be voted on. Leslie Trussler stated that she liked being in the know of what was happening at the Recreation Center, but that A.J. could take the lead on deciding the agreement. All were in agreement that the main goal was for swim team to survive this transition.

A.J. Fox and Chesliegh Lee agreed to have the swim team parent board to look over the use agreement and then they would make the changes that they see fit.

b. Leslie Trussler asked if there was anyway to install more lighting in the parking lot. She had received a few complaints about it being too dark early in the morning and late at night. There was mention of looking into LED lights for the side of the building. She went on to ask about baseball and softball sign-ups which was answered that they would be held every Saturday starting in February and that opening day will be held on April 9th, 2022.

9. The next meeting is to be held on February 10th at noon at the Manchester Parks and Recreation Center.
10. Adjournment

Respectfully Submitted by,



Claire Jolley, Activities Coordinator