

Manchester Parks and Recreation Commission  
Meeting Minutes  
March 9, 2023

Attendance: Chairperson- Brent Parsley, Alderman- Julie Anderson, Leslie Trussler, Stan Rogers, Director- AJ Fox, Asst. Director- Becki Johnson, and Manchester Times Representative- Nathan Havenner

1. Approval of meeting minutes from Thursday, February 2, 2023- Stan Rogers made a motion, Leslie Trussler seconded the motion, all approved.
2. Programs Report
  - a. Amazing Family Night- Kiwanis is sponsoring.
  - b. St. Patty's Day 5K- AJ gave an overview of the race course, Common John's is giving drink coupons, and we have over 60 registered.
  - c. Spring Break Day Camp- 17 currently registered and can take up to 30 participants.
  - d. Underwater Egg Hunt- will be March 24<sup>th</sup> at 6 PM and have 15 registered with a max of 50.
  - e. Spring Egg Hunt- Saturday, April 8<sup>th</sup>- 1 PM at Rotary Park for under age 8, and 8 PM at Soccer Park for ages 8 and over.
  - f. Spring Sports- Coffee County Soccer League and Fast Pitch starts April 1 and Slow Pitch and Baseball start April 8.
  - g. AAU Tournaments- Canceled for the upcoming weekend due to some schools having spring breaks and low attendance. Last weekend in April is Chris Hooper and Justin MacIntosh for April 14-16.
3. Maintenance
  - a. Therapy Pool Boiler- Pool boiler repaired- \$8,000.00. AJ Fox reported that it is an ongoing problem. The pool is heated to 92 degrees and combined with the chemicals it causes calcium, to build up inside the boiler and melts the inside. Comfort Group is proposing a heat transfer system where fresh water is heated and the pool water runs through a tube inside of it. We have requested funds in the budget to explore that option. Working on a contract with Wold engineering (state law is that Professional Services do not go through a bid process).
4. Old Business
  - a. Grant Project Updates
    - i. Diabetes A - Farmers Market
      1. Bylaws and Rules- Becki Johnson said that the Bylaws have been reviewed by Attorney Johnson. Leslie Trussler made a motion to approve and Julie Anderson made a second motion, all approved.
    - ii. LPRF - Ball Field Lighting AJ Fox gave an update on how ADA requirements need to be part of the project as far as how to get to and on the fields. A meeting was held with the State and Scott St. John to discuss what needs to be fixed. The ADA parking spaces at Dave King might need to be moved to meet ADA requirements.
  - b. Recreation Center Roof Replacement- The Board of Mayor and Alderman approved the funds to fix the entire rooftop of the Rec Center (Including smaller roof tops). Don Kennedy was awarded the project and the paperwork to get started has been submitted to Stacy Slabaugh.
  - c. Athletic Director Position- the Job Description has been presented and approved by the Board of Mayor and Alderman. Julie Anderson mentioned that there may be an in-house candidate.
5. New Business
  - a. Basketball Tournament Gate-Previously the Rec Dept. made 60% of the gate fees and 40 % went to the tournament, that is if MRD runs the gate and hires the scorekeepers. MRD is unable to provide scorekeepers for the foreseeable future so a proposal is to amend our fees to a 50/50 agreement and have the Tournament Director hire the scorekeepers and MRD just handle the gate. Tourism pays for

the Facility rental fees. Leslie Trussler made a motion to approve and Stan Rogers made a second motion, all approved.

- b. Summer Camp Fee Collection- a discussion was held that covered the possibility of doing automatic payments with a credit card each week of camp or increasing the weekly payment to \$20.00 down per week of camp if they do not wish to have auto payments.
- c. Recreation Center Wellness Room Floor Bid- We received 2 bids, Stacy Slabaugh's letter recommended Fit Flooring. AJ fox negotiated with our insurance carrier since they only paid \$35,000.00. AJ said that the returned bid prices were consistently higher. Insurance brought in a vendor to review the project and they will let us know if they will adjust the claim. Stan Rogers made a motion to accept Fit Flooring and Leslie Trussler made a second motion, all approved.
- d. Maintenance Technician Position- Jason Pack turned in his notice to quit and Wednesday was his last day. We have a few applicants to interview.

6. Items from the Recreation Commission

- a. Leslie Trussler asked for a sewer update since it impacts the Soccer Complex. Julie Anderson mentioned that there is a Water Department meeting at 3 pm. AJ replied that it is almost done and Leslie also asked about the downed tree. AJ said that we left it for now until the sewer project is complete and it will be removed then since that section of the Greenway is closed anyway.
- b. Stan Roger's asked about our camera system. AJ Fox said that we have written bid specs but that the previous Attorney stated that they were too specific. We have made a more general bid spec and will send it to Attorney Johnson to review. AJ Fox said that we have some money left but not enough. Stan replied that we need them especially since cars have been broken into. AJ agreed that it is a need. Brent Parsley thought we had cameras in the parking lot. Julie Anderson asked if we could put in a Budget Amendment since it is pretty important and AJ let her know we have. The amphitheater is a need especially and police have upped patrols since we have a lot of kids loitering and causing vandalism.
- c. Sports Field Use Rules- Improvements to Press boxes- the baseball league wants to add speakers. Maintenance will install but baseball needs to be responsible for them. Brent Parsley asked what if they are damaged or stolen? He said that we need to get advice from the attorney about who will be responsible.

7. Next Meeting: Thursday, April 13, 2023, at Noon

8. Adjournment

Respectfully submitted by,



Becki Johnson, Assistant Director