

Recreation Commission Meeting Minutes

Thursday, July 14th, 2022

Noon at Manchester Recreation Center

In attendance: Leslie Trussler, Brent Parsley, Dr. Prater Powell, A.J. Fox – Recreation Director, and Becki Johnson – Assistant Director. Guests: Claire Jolley -Athletic Director and Nathan Habaner from the Manchester Times.

Call to order by Dr. Prater Powell.

1. Brent Parsley motioned for the minutes from Thursday, May 12th, 2022 to be approved. Leslie Trussler seconded the motion. All were in favor.
2. Programs Report
 - a. Summer Day Camp has been going strong and keeping consistent numbers. Roughly 70 – 80 campers are present throughout the week. For the remaining weeks, the numbers are projected to have 100 campers per week, but this does not mean all 100 campers will be present.
 - i. Dr. Prater Powell asked if the staffing for the Summer Day Camp was still good.
 1. A.J. Fox responded that yes, they have plenty of staff.
 - b. The Summer Swim Lesson program just started it's second to last session for the Summer. The last week of July starts the final session and this session is only going to have an evening class.
 - c. The July 4th Event was successful. The Rec Center concessions that were held made \$1,402.50 before accounting for supplies and use of staff. We had 5 food vendors participate including: Common John Brewery Company, Sno Bros, Jefferson's, Crazy Daisies, and The Mercantile. After all of the Food Vendor invoices are paid we will profit \$750 from the vendors.
 - i. The new bid for fireworks next year will have to go out soon, but it will likely be the same company that we used this year. We will also be looking for a new band for next year.
 - d. We will be holding an Open Swim Night on Saturday, July 23rd from 5:00pm to 7:00pm. This is in place of an outdoor pool reservation that cancelled.
3. Maintenance
 - a. This past month the Field #8 Lights at the Dave King park shorted out and the box caught fire. No one was hurt, but until further notice the field can not be used after dark. It is estimated that the cost to repair the lighting on that field will be around \$5,000. Due to the upcoming light grant, we are hoping to wait to fix it until then. Fast Pitch will be using Dave King this fall for their league, but they are aware that Field #8 lights will be locked and off limits.
 - b. The recent Chiller Repair cost \$6,342.00. We are needing a contactor to repair Compressor 2.
 - c. The city has to bid out for the repairs needed for the roof from this Spring's storm damage. We currently have to find a bid for the roof as well as the upstairs wellness room floor.

- i. Leslie Trussler asked if the city's insurance was supposed to dictate who did the repairs. A.J. Fox responded that no the insurance does not dictate who we use but that they will get with the roofing company and cover the remaining.
- ii. Brent Parsley stated that it seems as if we should use the same company that did the temporary repairs. A.J. Fox said that the city attorney said the repairs would have to be bid out. It is possible the company that made the temporary repair could win the bid and make the repairs.

We plan on trying to adjust the week of shut down to have the roofing company come fix the floor and the roof while there are not guests in the building. The fair week has been moved from the second week of September to the first week which is the same week as Labor Day. So, depending on when the floor and roof can be fixed we may hold shut down on the second week of September to avoid the holiday, or it may happen later if we can get the floor fixed at the same time. Brent Parsley asked if we had a time frame that we thought the roof would be worked on. A.J. Fox said no, but that we are hoping to get the bid out soon, but it could take some time due to materials needed. There is the possibility that we may have to shut down twice.

4. Old Business

a. Grant Project Update


- i. The Healthy Built Environment grant for the Outdoor Basketball/Pickleball Court has had the concrete work completed. The Recreation Department Maintenance will install the fencing, court tiles, and basketball goals within the coming weeks. Pickleball equipment is on hand to donate to the Westwood Elementary School. The Joint Use School Agreement is still under review with the new city attorney Craig Johnson.
- ii. The Diabetes A grant for the Farmer's Market- contractors are finishing the punch list items for the building. All of the grant funds were utilized.
 1. Dr. Prater Powell asked if the Recreation Department would be in charge of the concessions in the farmers market or would that be left to the soccer league. A.J. Fox stated that the Recreation Department would be responsible for the concessions.
 2. Brent Parsley asked if the inside of the farmers market could be used during the winter. A.J. Fox responded with that the inside and outside both had access to electricity so they can be utilized at any time. Becki Johnson then stated that all we need now is for people to join and be vendors. At this time, we are not sure how we are going to charge for a booth.
- iii. The LPRF Ball Field Lighting grant is going to cost a total of \$10,250 for St. John Engineering to Survey, make a civil design, electrical design, the bidding process and construction administration. The department is waiting on a contract from the state to present to the Board of Mayor and Alderman.

5. New Business

- a. We currently have two open Full-Time positions; Recreational Specialist, and a Maintenance Technician

- b. The Aquatics Staff recently received a pay increase of \$2.00 each an hour.
 - c. There is a possibility to receive the Blue Cross Blue Shield Healthy Place grant for a new 100% funded playground. We are planning to submit a letter of intent to replace the playground located at Fred Deadman Park. The letter of intent needs to be turned in between August 1st and August 31st. For the letter of intent, we would need input from the community.
 - i. Brent Parsley asked if there was a connection to this playground from when a kid had drowned years ago. A.J. Fox said that he was currently trying to contact the family of the boy that had passed away. At this time though the playground has met its useful life. If we did not replace the Fred Deadman playground, we could also build a new playground by the soccer fields.
 - ii. Leslie Trussler asked if we would have to change the name of the park if we received the grant. A.J. said that this was most likely since the Blue Cross Blue Shield name had to be associated with the park. However the department would install another memorial in Hunter Gattis's memory.
 - iii. Brent Parsley brought up that in the future we may want to tell families that honor loved ones with park memorials that they may need to pay for upkeep when needed so that those memorials would stay in place.
 - iv. Leslie Trussler motioned to approve the recreation department submitting a letter of intent to Blue Cross Blue Shield. Brent Parsley seconded the motion, and all were in favor.
6. Items from the Recreation Commission
- a. Leslie Trussler asked if there was a way to honor Lee Brooke, current president of the soccer league, by eventually naming a field after him over at the Soccer Park. A.J. Fox brought up that he would have to go back and look at past minutes from meetings because it had been discussed previously, but they couldn't remember what was determined. Becki Johnson said that it should be possible as long as that person had enough community involvement. Brent Parsley remembered that it could be named after someone for so many years.
 - b. Dr. Prater Powell asked for an update on buying the land across street from the Recreation Center. A.J. Fox said at this time that the mayor is not interested in the land due to the flood plain.
 - c. Dr. Prater Powell also stated that his term is coming up and that he would like to reapply. Leslie Trussler also stated that Leslie Bransfield's term would be expiring soon as well. A.J. Fox said that they need to reapply at the mayor's office.
 - d. Dr. Prater Powell stated that he would not be able to make the meeting on the 11th of August. The next meeting date was moved to August 18th, 2022.
7. Next Meeting: Thursday, August 18th, 2022, at Noon
8. Dr. Prater Powell adjourned the meeting.

Respectfully submitted by,


Claire Jolley, Athletic Director

