



**Recreation & Arena Advisory Commission Meeting
April 10, 2023
Conference Room 1, Recreation Department**



Attendance: Lauren Krans, Jeff Turgeon, Dave Camire, Kevin Barry, Dave Colson, Dale Bickford, Dick Clough, Craig Brady, Joan Strogon

1. Accept March Minutes

Member Dale Bickford motioned to accept. Unanimous support.

2. Review Revenue & Expense Reports

Member Dale Bickford motioned to accept. Unanimous support.

3. 2022-2023 Ice Review – Director Krans discussed provided an update of year end ice sales with total sales being \$357,000 and was projected for \$315,000. Total Arena Revenues will be \$410,000 and expenses \$357,000. General Sales – Pop Up Skates and new products in the pro shop helped. To maintain quality operations, we have planned several equipment purchases including new floor scrubber, leaf blower and a few other needed power tools. Trending in a great direction. Per our finance review last meeting, the Arena Fund owes back approximately general fund \$234,000 going to continue to chip away at the money owed. Revenues will exceed operating costs this year, which continues our positive momentum. Met with RYH and will work to rekindle that flame and supporting their efforts to fill their teams. Will do a meet and great with RYH's board before the next ice season begins.

4. Facility Rental Policy Review - Director Krans reviewed that we are exploring what other organization are charging for facility rentals. We may start to include blackout dates for different seasons during very busy times. Also looking at what types of events we will rent for. In addition, looking at facilities that we do rent and don't rent. Recently walked the disc golf course with DPW and will be walking with the City Attorney next week to review the facility. Working on updating the website to include the process for reserving that facility. Groups will need to carry a Certificate of Insurance. Some of the bridges were built by the previous lessor and some by the disc golf group. Focusing on maintaining the integrity of the course while reviewing the necessity of bridges. No recent feedback from neighbors. Member Camire asked what is considered assets of the Recreation Department. Will come up with a list of facilities that we will be responsible for reserving. User fees? Processing fees? Concerts will be on Wed evenings with rain dates on Thurs evenings.



5. **Rec Center Access and Daily Operations Review** - Director Krans discussed that we will plan on keeping Recreation Center doors locked unless there is a high volume program and have a staff person available to stay in hallway to be monitor access and activity. Gave money back to the City for the Community Center Attendant. Doorbell is available for guests to access facility. The automated door access system has been delayed. IT is working with the preferred vendor for the city to identify equipment that will meet the current needs of the city and integrate into existing systems used across all departments, including dispatch.
6. **Review of Proposed 2023 Public Pool Schedule** – Jeff Turgeon presented a schedule for the pools for the summer. Hours on the schedule are the same as last year. Currently Three returning guards. Ideally would like to have a dozen guards. Member Bickford suggested approaching seniors to train as lifeguards. RCCC will have dedicated swim time slots in both Gonic and E Rochester. Weekend hours is depending on staffing. Headguards at 40 hours and Lifeguards at 32-35 per week. Will be using and enforcing a ratio of patrons to guards that was used the past 2 summers. Group class is \$250-\$400 per person. Director Krans discussed that we have had an instructor available to train our guards and may want to think about opening it up to other communities. Working with the Portsmouth Indoor pool to get training schedule indoor in May and will possibly host another outdoor lesson in June. New pay scales for guards this year, hopeful that this will help attract and retain staff. Quality over quantity. Will be attending the job fair at Spaulding. The goal is to have the pools open June 18th. Member Joan Strogon made a motion to support. Unanimous support.
7. **Lilac Family Fun Festival Planning Updates** - Director Krans presented an update on the LFFF. Event will be July 8th @ 4pm and fireworks are at 9pm. Things are powering ahead contracts are getting signed, working with the library for activities. We would welcome any board members interested in volunteering, will involve a training. Vendors are asked to provide an activity for guests. Event rules were reviewed with Commission, including a ride height limit. Kiddie rides only. Service animals will be able to attend, but not other pets. Member Joan Strogon made a motion to support. Unanimous support.



8. **Other - Tennis Court signage** – Director Krans reviewed new signage indicating that Spaulding Tennis has priority with scheduling the courts. The courts will only be reserved for Recreation Department and Spaulding HS Tennis. This will be showing up on the Recreation Departments calendar which customers can review for availability. our schedule.

City Manager is presented the proposed FY24 City Budget on April 18th at the Council Meeting. We are awaiting dates for the department head budget retreat which will mirror last year's presentation model.

Clean up day is scheduled for Sat, April 22nd.

Master Plan – Director Krans announced that Strafford Regional Planning Committee received the bid for the Recreation Department's Master Plan. Currently awaiting a contract for SRPC. Director Krans will send out the RFP to board as well as the City's masterplan.

Softball Field will be named after Sheila Colson. Event will be on May 4th at 6:00pm

Next Meeting: May 8, 2023 at 6:00pm at Recreation Department Conference Room 1