



**Recreation & Arena Commission Meeting
February 12, 2024
Recreation Conference Room 1**

Attendance: Sheila Colson, Bryan Karolian; Steve Trepanier, Dick Clough; Dave Colson, Dave Camire, Lexy VanBinsbergen, Dale Bickford, Lauren Krans

1. Public Input
None.

2. Accept January Minutes
Dale Bickford motion to accept. Dave Colson seconded.

3. Review Revenue & Expense Reports
Director Krans explained that the Arena Expense budget will be adjusted. When the department's re-organization was approved last year, the salary allocations for the Recreation Supervisor were not completed. The new allocations for this position will be 15% Arena and 85% Recreation. She is working with the finance department to make these adjustments so that the budget accurately reflects this. Director Krans estimates that the Arena will see a \$10,000 increase to its Full Time Staff Salaries line. Director Krans also highlighted that the Part Time Arena Staff line is overspent. This is a result of being short staffed the first half of the year, as the new Facilities and Operations Attendant position was accepted as a half year position. Director Krans estimates end of year final expenses for the Arena Budget to be \$396,000. Currently Arena Ice Revenues are slated to be about 10% higher than projected. Dave Colson motion to accept. Lexy VanBinsbergen seconded. Unanimous support.

4. Arena General Rules Review
Director Krans presented the posted Arena General Rules for update and review. She indicated that the only change is a word in the final sentence which states "Failure to follow these rules may result in removal from the building". There has also been another rule added to the Arena to include "No air horns, mechanical noise or sound amplification devices are allowed to be used inside the Rochester Arena by spectators without preapproval from the Recreation & Arena Director". Member Karolian questioned the parameters around identifying what is a service animal. Director Krans will follow up with City legal for guidance. Dave Camire motioned to accept. Dave Colson seconded. Unanimous support.



5. Recreation Center General Rules Review

Director Krans presented the Commission with the posted Recreation Center Rules for update and review. She indicated that the only change is a word in the final sentence which states "Failure to follow these rules may result in removal from the building".

Motioned to approve Dave Karolian seconded Dale Bickford.

Unanimous support.

6. Senior Activity Membership Update

Assistant Director Trepanier discussed proposed updates to the membership changes. He proposes that pickleball no longer be part of the non-resident senior membership. Assistant Director Trepanier stated that they are looking at a Non-Resident pickleball fee of \$30, but are exploring other fee options as well. Pickleball will be included with Rochester resident senior membership. Currently the plan is to keep Senior memberships will remain at the rates of \$20 residents and potentially keep \$30 for non-residents. Resident members will also have use of the pickleball courts for the first hour and then non-residents may join. Dale Bickford questioned whether it would be feasible to have a designated court reserved for residents only. Assistant Director Trepanier stated that this would propose many challenges for game coordination. Director Krans explained that these updates are currently a work in progress and that there is no formal plan to support today. The group agreed that they liked the direction of separating the pickleball membership and encouraged staff to continue to prioritize program engagement for Rochester Residents across senior programs.

7. Capital Improvement Project (CIP Update)

Director Krans provided the following summary for the Commission on past, present and future Capital Improvement Projects:

FY23 Access Control System for the Rec Center Control System-\$10,000-. This project is currently on pause, as the Information Technology Department has a backlog of access control projects that are prioritized over Rec's.

FY23 Hanson Pine Improvement Project-This project was partially funded by a Community Development Block Grant. The project was split into two pieces-the teen seating area and the pickleball courts once it was decided that the pickleball courts would not be a good fit for the Hanson Pines cement pad. Assistant Director Trepanier and Facilities and Operations Supervisor Trepanier installed two aluminum bleachers at the Handon Pines Basketball Courts. The other piece of the project was to install security cameras. This is on pause as Information Technology is the lead and is currently reassessing all city camera systems.



FY23 Tennis/Pickleball Court Renovations. This is another CDBG project. The renovation of the existing tennis courts into multi-use courts with adjustable nets is being put out to bid this month.

The Current CIP's for this year are as follows:

Gymnasium Bleacher Replacement: FY24: \$237,500. Two bids were received for this project. The bid was awarded to Lord Co. which installs Hussey Seating products. The other bid was slightly lower but did not provide any of the requested information in their bid proposal. Seeking \$250,000 of Supplemental Funding at the Finance Committee this week to replace the 20 tier set of bleachers.

Other FY24 CIPs include replacement of the Acoustic Panels in the gym for \$50,000. Lexy questioned the last time the gym was painted. Director Krans explained they were hopeful that the department of Buildings' and Grounds may be able to paint the blocks above the acoustic panels.

Replacement of the Scoreboards for \$46,000 and Hoop Enhancements for \$20,000. The Arena has an FY24 CIP for \$21,000 to replace the HVAC Controls in the public locker rooms which will be put out to bid this spring.

At last week's CIP Committee meeting, Director Krans presented the following CIPs for FY25:

An engineered bridge at Squamanagonic to cover the 120' span across the marshy area of Hanson Pond. \$175,000 for a new Dehumidifier at the Arena.

Arena Facility Assessment and Design Plans for \$200,000. The plan would include the following areas:

- Existing Conditions
- Hazardous Material Survey
- Structural Analysis and Design
- Mechanical, Electrical, Plumbing Eval and Fire Prevention Design
- Architectural Master Planning
- Cost Estimating

Dale Bickford inquired about the expense and whether any of the previous studies could still be used. Director Krans explained that a crucial component of arena projects and renovations going forward was the support of the Department of Public Works and utilizing the same processes that other city owned facilities are using. The existing structural assessments of the Arena also did not assess the lateral supports of the building and only focused on the roof. Director Krans explained that she worked with Public Works Director Nourse to create this CIP for the Arena. Most of the previous studies are over 10 years old and architectural and engineering firms would require they use their own plans and studies going forward. Director Krans thanked Board Chair Sheila Colson for her participation in the CIP Committee.



8. Player Performance Area Update

Assistant Director Trepanier informed the group that the Arena has had its first private Renter of the PPA and the person has rented four slots. The netting will be going up in the off season when they are able to bring in the scissor lift.

9. Master Plan Update

Director Krans informed the group that the public survey will be going out within the next week. The group has almost finalized the focus interview questions and will begin scheduling those.

10. Other

Dave Colson gave kudos to rink staff for cleanliness of the Arena and ice quality. He has traveled to many rinks around the state and receives lots of positive feedback. He also recognized their hard work on the outdoor rink at the common and that is being used. Dale Bickford asked about ice out date which will be March 30.

Director Krans presented the department's Standard Operating Procedure "Recreation Center Operations and Accessibility. She explained this procedure was already reviewed by the Commission on September 11, 2023. The group took a moment to review the written procedures. Director Krans explained that there are five operational modes, including Lockdown, School Mode, Rec Center Mode, Summer Camp Mode, Election Move and Community Center Event Mode. Each mode has varying levels of building access and locked doors. Director Krans stated that transparency in how the recreation center operates each day is very important. She stated that these modes of operations allowed the department to pivot based on the varying needs of each user group, event and /or program. Director Krans noted that this procedure was also reviewed and supported by the City Attorney. She reviewed the different modes of safety of the building. She handed out a copy for the commissions review. Motions to support??Director Krans mentioned that Steve Scott and Ben Gregoire have started. The senior center is closed until March 1st while DPW takes the two restrooms and converts it to one ADA accessible restroom.

Motion to adjourn by Dave Colson. Seconded by Dave Camire.

Next Meeting: March 11, 2024, 6:00pm Location TBD