

PERINTON RECREATION & PARKS DEPARTMENT
ADVISORY BOARD MEETING MINUTES
April 24, 2008

PRESENT: Advisory Board Chair Mark Gwaltney, Advisory Board Members Al Chesonis, Cheryl Hanzlik, Jayne LaFay, Kevin Ruster, Dave Schaeffer, Commissioner of Recreation and Parks Jim Donahue and Recreation Director Jeff Myers.

GUEST: none

MINUTES: Motion to approve the March 27, 2008 Advisory Board meeting minutes by Board member Dave Schaeffer, seconded by Board member Kevin Ruster minutes approved.

COMMISSIONER DONAHUE'S REPORT

Financial Update-The deposit to the supervisor for April was \$ 111,869.82. The year to date income is down \$ 27,279.74.

Quarterly income report- Attached is a copy of the first quarter pass and point of sale income report.

Perinton Community/Aquatic Center-The Community Center Aquatic income was down during the spring school recess mainly due to the unseasonable warm weather. Spring aquatic income is similar to 2007.

Master Plan Update- The master plan should be finalized and distributed in May. A public meeting should be scheduled in May or June.

Homearama-Perinton will be the site of Homearama in June 2008. The model homes will be built in Magnolia Manor off Macedon Center Road near Wakeman Road. The department is working with the Supervisor's office to create a display for the Town.

Volunteer Board Dinner The dinner is scheduled for May 29. Information was sent to each volunteer and a copy if in tonight's packet. Please RSVP to Barb Clay.

Close Trimatec and Aquatic Account- The finance director sent a memo to the Town Board requesting these two accounts be closed. The Trimatec account was established to purchase the park operations center. The aquatic account was used to fund the aquatic center construction. The total in these accounts was approximately \$57,000. The remaining balances were recommended to be transferred into the Special Recreation account. The Town Board took action on this at last evenings meeting.

Thayer and Dewitt parcels- The Town supervisor received correspondence from Casa Larga regarding their interest in the above named parcels for establishing a vineyard. Thayer Road parcel may not be practical although the area off Turk Hill Road (DeWitt Property) may be suitable.

Egypt Park Lease Renewal- The lease renewal process is continuing. There are some outstanding issues that may not be resolved. The master plan will continue even though this is not resolved.

Auburn Trail Update- Brian Emelson, Recreation Director for Victor, provided the Town Board with updated information pertaining to the Auburn Trail project that impacts a part of Perinton. A community meeting will be held on this project May 6, 2008 in the Perinton Community Center.

Concession stand at Perinton Park Request- The department received a request by a food vendor to set up a portable vending food cart at Perinton Park this spring and summer. The commissioner met with the vendor and drafted a contract. The contract is being reviewed by the Town Attorney.

Community Leader Breakfast- The Fairport Central School District is sponsoring a community leader breakfast on Thursday May 8, 2008 at Martha Brown School. The Commissioner is scheduled to attend this event.

Perinton Pride Fund Update-The commissioner enclosed an annual financial report from the Perinton Pride Fund in the board member packets. Board member Ruster reviewed the report and stated that he would hold a committee meeting in the next month.

DIRECTOR MORGAN'S REPORT

Another good season for ice skating at the artificial ice rink at Fairport Junction wrapped up with the last day of skating March 27th. The rink was open for a total of 80 days of skating. After a follow up meeting regarding the skating season and facilities, we anticipate the rink will be operated in the same location with the same size ice sheet this coming winter.

Kreag Road Park has continued to be the hot spot for maintenance and repairs this month. New entrance gates have been installed and the entire water line supply system of the park has been replaced with great assistance from the highway department. Also completed was the installation of a new softball backstop on field #1 and new fencing on the backstop at field #2. Wrapping up work at the park was restoration of the lawn area with grading, topsoil and seeding.

New park entrance gates have also been installed at Spring Lake Park and at the Boat Launch at Ayrault Road.

Tennis nets have been installed and the courts opened for play in the last two weeks with the advent of better weather. Lights on the courts will be operational by May 1st.

May 1st also begins the navigation season on the Erie Canal with the boat launch opening on that date. The navigation season is scheduled to run through November 15th.

Athletic field preparations continue as we get ready for the softball and soccer seasons. Infields are being groomed, lines painted and the mowing season has begun! Now we begin our annual race in an attempt to keep up with the lawns until our seasonal staff arrive back from college.

Cleanup is also ongoing in the parks as the warm weather reveals what was covered by the snow. Water systems have been turned on, lawns have been swept and restrooms and picnic shelters readied for the reserved picnic dates which begin next Thursday.

DIRECTOR MYERS' REPORT

- I. Recreation Programs.
 - A. RECTRAC – Rec Facts.
 - 1. Spring 2008 registration currently at \$164,078. There are 4,020 participants enrolled in 326 classes.
 - 2. Spring softball begins practices on Monday. Additional revenue expected from that program (~\$9,300).
 - 3. Youth Soccer League also begins Monday. 430 kids enrolled.
 - B. Special Events.
 - 1. "Mighty Machine Mania" returns on Saturday morning at 10am. 114 participants enrolled.

2. Friday, May 2nd: Indoor movie on large inflatable screen. Event to be held in gymnasium. Showing the movie, "Cars". Currently 31 enrolled.
 3. Mother-Daughter Tea: Saturday, May 10, 100 enrolled.
- II. Facility Usage.
- A. PCC Room and/or Gymnasium Rentals – 2008.
 1. Currently at 146 reservations for \$18,994.00.
 - B. Outdoor fields.
 1. Fairport Baseball, and Fairport Soccer Club have begun usage of various town athletics fields, as of Monday, April 21.
- III. Department News
- A. Diane Riesenberger injury update

-Diane has been out on Disability since April 2nd. She slipped and fell down the stairs at home. She is still very sore, and cannot sit down for any length of time. She has delegated some of her responsibilities to part time staff members, and kept in constant contact via phone and email. She has another Dr.'s appointment on Friday to find out her status, but we do not expect her back until early May at the earliest.
 - B. Promotion of Community Center and Profession
 1. Monday morning I met with town officials from the Town of Clarence to discuss our process to build the community center, and to give them an in-depth tour. Their group was led by Clarence Town Supervisor Scott Bylewski.
 2. Monday evening I presented to a class of 25 students at SUNY Brockport, in the Recreation and Leisure Studies program. The class is taught by retired Eastman Kodak Company Recreation Director Kirt T. Compton. The session is designed to instill a sense of confidence that the students can achieve success in the leisure services field, and what tools will help them along the way.
- IV. New York State Recreation and Park Society Annual Conference. (Follow-up report from March)
- A. Sunday, March 30 through Wednesday, April 3.
 - B. Copy of appreciation letter to Jim Smith and Mark Gwaltney. Supportive response from Mark.
 - C. My presentation on Monday morning was well-attended (25), and initial reactions indicate well-received. The session was on Managing Change, and was initiated by Jim. I then expanded on the presentation. I had excellent dialogue throughout the presentation, with very positive comments at the end. Formal evaluations have not been forwarded to me as of yet, however, in three other sessions following my presentation, the speaker referred to my presentation and how it strengthened their point. (A copy of my presentation is being circulated.)
 - D. Additional sessions that I attended include "Legislative Advocacy for the Recreation Professional"; "Marketing Recreation: If you build it, they will come"; "Child-Hood Obesity – Become Part of the Solution" and "Succession Planning". (Copies of the handouts provided are also being circulated.)
- V. Perinton Recreation and Parks Annual Report
- A. Annual Report was Special Project for Department Intern Kelly Joyal. It represents a "snapshot" of the department accomplishments in 2007, as well as the opportunities we have to offer.

- B. Sample is "internal" version. External version would be condensed and professionally published.
- C. Excellent job compiling information and creating the format.

MASTER PLAN UPDATE

A copy of the Report Summary, provided by Trowbridge and Wolf, has been included in tonight's packet. The Master Plan will include proposed updates at Egypt Park. Commissioner Donahue will discuss with Mr. Trowbridge what items to include in final distributed version.

AROUND THE TABLE

Commissioner Donahue reported that Head Lifeguard Laura Silins will begin maternity leave sometime in May, and expects to return to work in 6 to 8 weeks.

Board member Jayne LaFay reported that the "Unplugged" event at the Teen center in late March was very well attended. A parent asked why this event could not be offered year round. Mrs. LaFay offered to continue her DJ duties at future events.

Board member Dave Schaeffer made an observation that the lawns and playing fields are looking exceptionally well. The parks staff was commended for their work.

Also, the Crescent Trail Hiking Association is hosting two special events in the near future. The first is a Nature Program on Sunday, May 11th, at the White Brook Nature area, and the second is the National Trails Day, on Saturday, June 14th. This event will be a 16 mile hike starting in Kreag Road, on to Egypt hamlet and lunch at Frenzel's, then on to White Brook and finishing at the Community Center. Board Chair Mark Gwaltney will be assisting with this event.

Advisory board members provided a few comments relative to the draft annual report. These comments will be taken into consideration as modifications are made to the report.

There being no further business, the meeting was adjourned at 8:05pm. The next Advisory Board meeting will be held on **Thursday, May 22, 2008 at the Perinton Community Center, Room 211 at 7:00pm.**

Respectfully submitted,

Jeffrey Myers
Recreation Director