

PERINTON RECREATION & PARKS DEPARTMENT
ADVISORY BOARD MEETING MINUTES
July 23, 2009

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

MINUTES: Motion to approve the June 25, 2009 minutes by Board member Hanzlik, seconded by Board member LaFay; minutes approved.

COMMISSIONER DONAHUE'S REPORT

Financial

Update the deposit to the Supervisor for July was \$ 84,828.87. This is \$11,583.34 behind last year to date deposit. The year to date income is down, however, year to date expenses are also down.

2010 Budget Plan

The Advisory Board finance committee met July 9 and discussed and approved the 2010 department budget draft. The budget recommendation will be reviewed this evening and forwarded to the Town Supervisor and Town Board for their review and approval. The budget takes into account an increase in mandated expenses related to health care and retirement and a relatively flat income stream. The goal of the budget is to continue our vital public services with minimal impact on taxes recognizing the difficult economy.

Kreag Road Paving Bid

The Town Board approved a bid for paving Kreag Road Park. The bid opening will be August 27th at 1:00 pm. The parks director is also looking into another option of purchasing some materials from Monroe County Contracts and having our Town staff perform the work. Pricing and availability of manpower will be considered.

New Playground at Fellows Road Park

The Town Board approved a recommendation to purchase and install a new playground at Fellows Road park this fall. The playground is on New York State contract. The Town will contract with Gametime to do the work. The cost will not exceed \$96,000 for playground materials, surfacing and drainage improvements. Parks staff will remove the existing playground. This is one of our goals in the recently adopted recreation and parks master plan.

Webtrac

The recreation staff has done an outstanding job putting together the fall program brochure. The fall program incorporates the Webtrac program which will allow residents to register for a select number of programs online. Staff will evaluate this process and incorporate more online registration in future program brochures.

Request for Proposal (RFP)

The recreation and parks department will be issuing a request for proposal to get pricing for the quarterly program brochure. This process is done every so often to get the best price possible for the design and printing of the brochures keeping in mind our need for a quality publication given a tight timeline.

DIRECTOR MYERS' REPORT

Recreation Programs

A. RECTRAC – Rec Facts.

1. Summer 2009 registration currently at \$308,633.75. There are 3,859 participants enrolled in 305 classes. (Summer 2008: \$326,762).
 2. We do not expect too much more of an increase.
 - B. Fall Brochure to be mailed Monday.
 - C. Fall Registration begins Monday, 8/10.
 - D. Passport to Family Wellness: Is continuing to be well-received. Participants are starting to complete the trails. Passports and awards handed out as of 7/20: Passports: 1,900; Six Trails completed: 53; 10 trails completed: 22.
 - E. Major Summer Programming.
 1. Next week begins final session of regular Playground program.
 2. Sports camps wrap up over the next couple of weeks.
 3. Swim Camp 7/27 & 8/10: Both sessions full.
 4. Ellis & Assoc. Lifeguard Training, 8/3 – 8/7: 13 enrolled.
- II. Facility Usage
- A. PCC Room and/or Gymnasium Rentals – 2008.
 1. Currently at 189 reservations for \$30,252.00.
 2. 48.79% of budgeted revenue.
 - B. Community Center tour for FHS Reunion.
 1. Approximately 30 members of the FHS class of '64.
 2. Will tour PCC, guided by weekend building manager.
 3. Packet of information given to each guest.
- III. Other Summer Programs
- A. Gazebo Concert Series has two concerts remaining, following tonight's show.
 - B. Outdoor Movie:
 1. Friday evening, 8/14, at dusk.
 2. Willy Wonka and the Chocolate Factory.
 3. Inflatable screen set up in the Amphitheatre.
 4. Concessions provided by Rene's Café, Moonlight Creamery, The Pie Lady and Candy Nation.
 5. The department will also sell water and popcorn.
- IV. Center Stage Report
- A. The Center Stage season has gotten off to a great start.
 - B. The Lion's Club is doing an excellent job with vending and has been easy to work with. There have been no issues with Applied Audio, Mark's, Scoop's or any of our other partners.
 - C. Attendance numbers to date: 7/12: 1,500; 7/19: 1,600.
 - D. Sunday concert is Ruby Shooz.

DIRECTOR ESTRICH'S REPORT

1. Community Projects
 - a. Eagle Scout Projects continue. Total of 5 active participants.
2. Parks
 - a. Spring Lake Park
 - i. Bank Stabilization project was approved by Town Board on July 8th. Abby has installed the nature trail markers and an educational handout is available on the Town's website. We are finalizing an information sign and waiting for DEC approval to start bank erosion portion this fall.
 - b. Fellows Road Park
 - i. On July 22, 2009 Recreation and Parks Department is seeking approval for the purchase of a Game Time playground (5-12 age group) for \$96,000.00.

- c. Perinton Park
 - i. Sunday July 26th Summer Fest Celebration from 1-6pm
 - ii. New environmental paving project will be installed this fall under the sway swing benches made out of recycled rubber. This will eliminate any puddles under the swings or cracking of asphalt.
- 3. Building and Shelters reservations
 - a. Buildings
 - i. January through June 30, 2008 \$14,320.00 (254)
 - ii. January through June 30, 2009 \$14525.00 (241)
 - iii. +\$205.00 difference
 - b. Shelters
 - i. January through June 30, 2008 \$4205.00 (992)
 - ii. January through June 30, 2009 \$3300.00 (950)
 - iii. -\$905.00 difference, July reservations will balance off
- 4. Fall Capital Improvement Projects
 - a. Potter Park Lion's Den roof has been approved by Town Board with an estimated completion date of August 31st, 2009. \$14,400.00
 - b. Fellows Road Playground if approved will commence end of August –September. Installation will take about 3-4 weeks between removal, drainage, installation of new structure and safety surface.

BUDGET DISCUSSION/APPROVAL

The 2010 draft budget proposal was unanimously approved and will be forwarded to Supervisor Smith.

There being no further business, the meeting was adjourned at 7:30 pm. The next Advisory Board meeting will be held on **Thursday, August 27, 2009 at the Perinton Community Center, Room 211 at 7:00pm**

Respectfully submitted,

James A. Donahue
Commissioner of Recreation and Parks