

PERINTON RECREATION & PARKS DEPARTMENT
ADVISORY BOARD MEETING MINUTES
August 27, 2009

D R A F T

PRESENT: Chair Al Chesonis, Advisory Board Members Mike Coppola, Jayne LaFay, Kevin Ruster, Dave Schaeffer, Stephen VanVreede, Commissioner of Recreation and Parks Jim Donahue, and Director of Recreation Jeff Myers.

MINUTES: Motion to approve the July 23, 2009 minutes by Board member Mike Coppola, seconded by Board member Jayne LaFay; minutes approved.

COMMISSIONER DONAHUE'S REPORT

Financial Update

The deposit to the Supervisor for July was \$171,205.43. This is \$35,491.22 behind last year to date deposit. The year to date income is down, however, year to date expenses are also down slightly.

2010 Budget Plan

Revisions have been made to the department budget request submittal for 2010. The budget currently includes a reduction of \$26,295 (-1.1%) from 2009 budget. 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 notice for paving Kreag Road Park. The bid opening took place August 27th at 1:00 pm. The results will be analyzed and a recommendation forwarded to the Town Board.

New Playground at Fellows Road Park

The Town Board approved the purchase for a new playground at Fellows Road Park. Park staff will begin dismantling the existing playground sometime in the next few weeks. The existing safety surface may be reused in another park. The new equipment should be installed in September. This is one of our goals in the recently adopted recreation and parks master plan.

Webtrac

Webtrac, the internet-based registration program, was unveiled with the fall programs. We have received several requests for online accounts and a few web registrations to date. Staff will evaluate this process and incorporate more online registration in future program brochures.

Request for Proposal (RFP)

The Recreation and Parks department received two proposals for layout, design and printing 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. The low proposal came from Penny Lane Printing. This proposal should save the town several thousand dollars in the 2010 budget.

Personnel Update

Parks Director Stacey Estrich is expected to return from leave the week of September 21.

Lion's Den Teen Center

The roof and gutters have been repaired and replaced.

DIRECTOR MYERS' REPORT

- I. Recreation Programs.
 - A. RECTRAC – Rec Facts.
 - 1. Fall 2009 registration currently at \$130, 107. There are 2,611 participants enrolled in 344 classes. This is down from last year at this time.
 - 2. We expect registration to increase as summer vacations end, and back to school preparations are completed. \$13,000 in program registrations came in this week (Mon-Thus) alone.
 - 3. Reminders to register placed on tables in Community Center lobby. Press release submitted to Post as a reminder.
 - B. Fall programming begins week after Labor Day.
- II. Facility Usage.
 - A. PCC Room and/or Gymnasium Rentals – 2009.
 - 1. Currently at 206 reservations for \$32,747.00.
 - 2. 52.82% of budgeted revenue.
 - B. Annual Maintenance Shutdown.
 - 1. Aquatics area, 8/23 – 9/7.
 - 2. Gymnasium ceiling and floor maintenance, 8/31 – 9/7.
 - 3. Work also being done in fitness areas and locker rooms.
 - C. Congressman Eric Massa was scheduled to hold a “Town Hall Meeting” last evening in the Amphitheatre. Due to weather concerns, their meeting was relocated to the rain site of Victor High School.
 - D. Teen Center set for the upcoming year of programming.
- III. Other Program Notables
 - A. Thank you to the Parks Department for support during Summer Playground Program and Gazebo Concert Series. They transported chairs and other necessary equipment to various locations.
 - B. Co-Ed Softball league has 8 teams playing this fall.
 - C. 327 kids signed up for the Youth Soccer League.
 - D. Refer to supplemental reports submitted by Senior Recreation Supervisor Diane Riesenberger and Recreation Leader, Jeff Nutting.
- IV. Jeffrey Nutting acquired the Certified Park and Recreation Professional designation by passing a nationally standardized test. Congratulations Jeff
- V. Intern to join staff
 - A. Nichole Fabrizio will begin her 15 week internship with PRP on 8/31.
 - B. She is a senior at SUNY Brockport in the Recreation and Leisure Studies program.
 - C. She will experience first-hand all of the facets of the recreation and parks department operation.

Supplemental Reports:

- 1. Summer Playground Program; Diane Riesenberger
- 2. Center Stage, Gazebo, Detours, Outdoor Movie, Jeff Nutting

Report 1

Summer Playground program 2009 employed 60 staff people. We also had a record number of 125 volunteers by an April 1st cutoff date. We had to limit the numbers so that we could give everyone a 2-week session to help with. We were also limited by sites due to the closing of Brooks Hill this summer. This is a great thing but an overwhelming task trying to explain to parents why we have to limit it and keeping track of everyone's availability.

We had a different theme again for each of our 7 weeks. I have never repeated a theme so it keeps the staff and myself "fresh" and the kids wondering what we will do this summer.

Jeff Nutting was a tremendous help coordinating the bus drivers for each event. Our bus drivers were super.

We took field trips to the Aquatics Center (once every session), the zoo, the Pittsford Cinema, Empire Lanes and held "field days" where camps visited camps. We had Tornado Tees spinning shirts, Kathy Fiete teaching how to turn polymer clay into clowns, Allen Stewart doing cartooning, animation and squeezable paints. We had the Leadership Asset students come out and do a scavenger hunt and project at each site. We had stay through lunch barbecues, Scoops and held our end of year carnival for Steve Falcone. We collected \$620 from our carnival to be donated to "Bright Eyes Foundation" for children with brain and spinal tumors. All funds stay local and are used to help families in the area. We collected over 1,200 pairs of gently used shoes for an organization called Soles 4 Souls. We shipped 32 boxes of shoes to Nashville, TN with the help of the Bright Future kids boxing and labeling them. Soles 4 Souls motto is "changing the world one pair at a time"...our kids did their part!

These shoes will be given to areas of need where children and adults have no shoes.

We had a record number of 42 students in our Better Together/Bright Future inclusion camp at the Northside site. Bright Future students continued their life skills teaching and visited the Police, Fire and Ambulance Corps, Tops Market, the library, Moonlight Creamery with a tour and a chance to help dispense the ice cream and Village Hall. They were excited about their community service project boxing the shoes and going to the Post Office to learn about the US Postal system and how to ship them. We had a celebratory lunch at Champs where the children used their social skills, made healthy choices from the menu and continued learning about money and paying the check. The community has been wonderful in embracing our program and going out of their way to show the kids a good time. They have learned to fill out job applications and do a mock interview. The children were presented with a memory book at the end of the summer where they could collect autographs of their friends and counselors. Everything has been captured on camera and we have photos posted on the web.

Report 2

Passport to Family Wellness

The following are the numbers of passports and awards handed out as of Monday, 8/24:

Passports handed out: 2350

Six trails completed: 120

Ten trails completed: 76

Gazebo Concert Series

The Gazebo series has finished off very well with great weather and attendance numbers. The following are the attendance numbers:

7/23 78 RPM - 400

7/30 Dady Brothers - 700

8/6 Fairport Fire Department Band – 800

For the 2010 season I will look to add a sponsor to slightly offset some of our expenses.

Center Stage

Despite some questionable weather, Center Stage has been successful thus far. The attendance has been good and we have received numerous compliments and thanks.

The following is a list of attendance numbers for the previous shows:

7/26 Ruby Shooz – 1,800

8/2 Rochester Metropolitan Orchestra – 1,000

8/9 Blue Sky – 800 (inclement weather)

8/16 RPO Brass Quintet and RPO Marimba Band – 1,700

8/23 Nik and the Nice Guys – 3,200

Upcoming August/September shows:

8/30 Primetime Funk

9/13 Salute to America feat. Perinton Concert Band and Fairport Fire
Department Band

Outdoor Movie Night

We hosted an outdoor movie night at Center Stage on 8/14. The movie shown was the original Willy Wonka and the Chocolate Factory. It was a great setting for the movie. We had sponsors and vendors, including Dick Ide Honda, Renes Café, The Pie Lady and Moonlight Creamery, to offset many of the expenses. There were about 450 people in attendance. It was an excellent family event and will be looking to host another one in 2010.

Detours

The Detours after school program is ready to go for the 2010-2011 school year. The fees were raised slightly to try to get the program to break even. We have come closer to breaking even the past four sessions of the program. The staff includes some returning and some new. The new staff have years of experience from the Summer Playground Program. I am looking forward to a very successful program.

PARKS REPORT

Commissioner Donahue stated the Parks Department is experiencing some staffing challenges at this time. All part time employees have left for the season creating a gap for the months of September and October. The Parks Department hopes to fill the temporary void by sharing a couple of staff from DPW.

AROUND THE TABLE

Advisory Board member Dave Schaeffer informed the board that the start date for work on the bridge over the canal connecting the RS&E Trail and the Erie Canal Heritage Trail has been delayed. Completion is now slated for 2011.

Commissioner Donahue reminded the board that Town of Victor residents will hold a vote on Monday to determine if they will build a Community Center in their town.

There being no further business, the meeting was adjourned at 7:24pm. The next Advisory Board meeting will be held on **Thursday, September 24, 2009 at the Perinton Community Center, Room 211 at 7:00pm.**

Respectfully submitted,

Stephanie C. Kayser
Secretary