

PERINTON RECREATION & PARKS DEPARTMENT
ADVISORY BOARD MEETING MINUTES
June 23, 2011

PRESENT: Chair Al Chesonis, Advisory Board Members Mike Coppola, Cheryl Hanzlik, Jayne LaFay, Stephen VanVreede, Director of Recreation Diane Riesenger and Director of Parks Stacey Estrich.

MINUTES: Motion to approve the May 26, 2011 minutes by Board member Mike Coppola, seconded by Board member Jayne LaFay; minutes approved.

COMMISSIONER MYERS' REPORT (Presented by Directors Estrich and Riesenger)

PARKS BUDGETING SEMINAR

On Thursday, June 9th, Stacey, Scott, Diane, Jeff Nutting, Ashley Krasicki and I attended a session called "Shape-Up Seminar - Making Your Parks Fiscally Fit". The session was delivered by Pete Finn, Deputy Commissioner of Finance and Administration for the New York State Office of Parks, Recreation and Historic Preservation. All agreed it was a very interesting and educational seminar that included suggestions on how to put a positive spin on budget items. The seminar outline is available for board members to review.

GRANTS WORKSHOP

On Thursday, June 16th, Stacey and I traveled to Lima for an educational session on grant-writing for NYS Environmental Protection Fund grants administered through the NYSOPRHP. The session was presented by Karen Ferguson, who is the Grants Officer for the Genesee Region of NYSOPRHP. She provided us with some inside information regarding EPF grants, and invited us to use her as a resource when applying for this grant.

FINANCIAL UPDATE

The deposit to the Supervisor for June was \$95,969.04. This amount is \$17.20 higher than June of 2010. Our Supervisor deposits are \$14,420.40 behind in income to date (through June 21st) compared to last year.

BUDGET 2012 PREPARATION

Upon my return from vacation in early July, I will begin the preparation of the 2012 budget draft. By that time we will be half way through 2011, and I will be able to use two quarters worth of numbers to look at from this year. I will coordinate a date with Mike and Al to review the draft and to look at this year's numbers.

CUSTOMER SERVICE TRAINING

Diane and I attended a Customer Service workshop that the staff at Town Hall attended. The session was conducted by HR Works, a human resource consulting firm here in Perinton. Though the training was focused towards town hall related business, Diane and I attended to determine if a similar training might benefit our staff. We both feel that there is some value in conducting a similar session; however, we would need to alter the presentation somewhat.

SMOKING AND HEALTH ACTION COALITION OF MONROE COUNTY

On Monday, June 6th, Stacey, Diane and I met with Mary Judge and Sue Cringoli from the Smoking and Health Action Coalition of Monroe County, a Division of the American Lung Association of New York. One of their primary initiatives is "Smoke-Free Outdoors", which promotes restrictions in public places where a person may use tobacco products. Some ideas were shared, and they will serve as a resource, should we decide to pursue any restrictions. Areas under possible consideration for designated smoke-free environment signage include park playgrounds and the entrance to the Community Center.

COMPLETION OF SUMMER 5-WEEK INTERNSHIP

Ashley Krasicki completed her 200 hours of practicum experience on Friday, 6/17. During her 5 weeks with the department, Ashley did a great job working as a team member, helping us with our programming, and assisting the park crews. She was very grateful for the opportunity, and she said she learned a lot from us. As a side note, the department will host another SUNY Brockport intern from the end of August to the beginning of December.

DIRECTOR ESTRICH'S REPORT

Community

On June 8th, Diane and I conducted a community garden public informational hearing at the Lion's Den. About 30 people attended. We received 99% support from the neighborhood, Village board and the Mayor. We are currently waiting for the Mayor to approve the project to begin the process of preparing the soil and building the raised beds. Our goal is winter brochure registration.

School parties have been the talk lately at Indian Hill and Howell Road. Alcohol consumption, fire pits, picnic table destruction, littering and what we don't see are the concerns. The picnic table was finally removed last week and CTA members met with Captain Sienna for further enforcement advise.

The Town is officially 'Be Green' certified from the NYSDEC. Documents were received early June. Spring Lake Park is the chosen park to maintain organically. This entails not spraying any pesticides, using environmentally friendly field liner paint and replacing pressure treated lumber with other approved products such as recycled plastic.

Eight cedar flower pots were delivered along Potter Place and planted by neighbors. The neighbors and Parks Department agreed to share in the maintenance and costs to bring back a tradition of flower pots beautifying the street.

Athletic Fields

Fields continue to be in playable conditions. Reservations are going strong. All softball fields are 90% full; soccer fields are full as usual with other private teams and individuals looking for more field space. We could easily fill 2 more softball fields and 2 more soccer fields which will be part of the future plans at Howell Road.

What is new this year? We have an Ultimate Frisbee team looking for space this summer, summer rugby club started at Fellows Road on the soccer field and flag football returned to Spring Lake Park after trying other fields for the past two years. Additionally, a Rochester softball league has enjoyed our fields and customer service so much that they have planned a tournament on July 16th to raise funds for the Recreation and Parks Department (Perinton Pride Fund).

Equipment

The 2010 field liner stumped us for one week when the fuel stopped running. With a little research and phone calls to other towns we discovered a design issue in the gas cap due to California emissions. The problem was repaired by obtaining new (free) NYS approved gas caps.

All three new trucks arrived at the Parks Operations Center last week. The two cab-chassis trucks are getting fitted with landscape and contractor bodies. A sprayed bed liner is being installed on the crew cab pickup this week.

Our mowers are still taking a beating from the tall grass. For the first time we are burning out electrical components, fuses, belts and blades. We are about 80% caught up with a few wet areas remaining at Garnsey Arboretum and Howell Road open space. Dillon has kept up on all repairs, as well as routine maintenance checks on vehicles and heavy equipment. Also, our field groomers are working twice as much this year. We have changed our maintenance routine to prevent major repairs.

Operations

June has been a busy month catching up on spring projects due to weather, training new employees on equipment, daily responsibilities and athletic fields. Staff has supported the Recreation Department with the Fishing Derby, Drive-in Movie Night, Gazebo Series, Story Book Trail, geocaching (Passport to Wellness), pickle ball courts and Summer Playgrounds. Our next big projects to prepare for are the July 4th Celebration and Center Stage Concerts. A special thank you to Ashley and Kelsey (interns) completing the geocaching program.

Playgrounds, park amenities and buildings are in good working order with no serious vandalism. This time of year we normally see an increase.

The tennis courts at Kreag Road Park were completed by Super Seal Company (2010 bid). Courts were washed, cracks repaired and color coated.

Staff

Our remaining summer staff starts Monday June 27th which will bring us to full capacity.

Bill McMahon has been with us since April (Laborer position) and is doing a tremendous supervisory job along with training staff plus going beyond his responsibilities. He has been a pleasure to work with.

DIRECTOR RIESENBERGER'S REPORT

Recreation Programs

Rectrac

Summer 2011 registration is currently at \$248,493.25
There are 2,908 participants enrolled in 284 classes.

Facility Usage

June totals as of June 23: 18 reservations for a total of \$2,814.25.
Year to Date: 250 reservations for a total income of \$35,472.25.

Program Reviews

Center Stage runs from July 10 – September 11. The volunteer schedule is being put together. There has been some interest in volunteering from the older participants at the Teen Center. As always, there is plenty of interest in golf cart drivers. Our parking vendor, Frontline Security was sold to Executive Security. Jayne LaFay, Ken Zeller, Thomas Keilman and Jeff Nutting will be meeting to discuss parking for this year. The food vendors for this season will be Fairport Lion's Club, Moonlight Creamery and Perinton Pizza. The first concert is July 10 featuring Nik and the Nice Guys.

Summer 2011 playground program is ready to go. Orientation is being held this week and sites will be set up on Friday. Opening day is Monday, June 27. All the paperwork for the NYS Department of Health has been turned in. Jeff Nutting did a walk through at each site with a representative from the department on Tuesday, June 21. There were no issues. Jeff Nutting

and four members of the summer staff received Responding to Emergencies and CPR for the Professional Rescuer certifications the week of June 13.

Tenth Annual Fishing Derby

This year's fishing derby went very well. We had 43 children participate along with family members. The biggest fish caught was a 16 inch small mouth bass. Special thanks to Gary Firlit and the Knights of Columbus for their support. They help provide wonderful gift bags and prizes for the children as well as volunteer the day of the event.

Drive-In Movie "The Sandlot"

Our first drive-in movie was a success. We had 43 vehicles with families and the weather cooperated. The feedback from the event has been very positive. Chris Waldron did a great job coordinating this program. We hope to do another one next year. Many thanks to The Basin Pub, Universal Imports and Stantec Consulting for sponsoring this event.

Community Garden

Stacey and I held a meeting at the Teen Center on June 8 for Potter Park neighborhood residents and the Fairport Village Board. There were approximately 30 people in attendance and the comments were very favorable. Supervisor Smith and Town Board Member Peg Havens were also in attendance. We are waiting to hear from the Mayor and the Village Board, hopefully with the final go ahead.

Spring Perennial Swap took place on Saturday, June 11 at Perinton Park. E-mail reminders were sent out to all who had submitted them for this purpose.

Detours

The afterschool program at the Teen Center ended Friday, June 17. We had excellent staff this year. We increased our numbers to 30 students due to the great staff and the program was filled.

Passport to Wellness Program

Since June 1st we have issued 475 out of the 500 passports ordered. The cost is \$1.52 per passport (\$760). Jeff Ackerman has more ordered. We are giving \$5 gift cards to the Perinton Community Center (6 trails) and the drawing for a park building (10 trails). Wegmans is offering a \$2.00 off produce coupon for the completion of 6 trails. Geocaching will begin on July 1st. Our intern Ashley Krasicki was a great help planting all the "cache" and creating the info packets to be given out. Prizes for Geocaching are the same as the trail walking, except we are adding a Family Four Pass to the Aquatics Center. This can be used on weekends after completing 10 trails. We are continuing to monitor this program and ways we can reduce costs. There is no incoming revenue to offset expenses for this program. To date, we have two people who have completed 10 trails. We wonder if people are using the passports as maps rather than a tool to participate in the actual program.

Teen Center

Welcome Party for Fifth Graders on June 7

An enthusiastic group of 60 fifth graders, their parents and siblings attended the open house for the incoming class of Teen Center members. Several field trips and activities are being offered to this age group over the summer. This hopefully will get them interested in the Teen Center and its programs before the 2011-2012 school year begins.

Young Citizen of the Year Award on June 13

Cory Forman, a FHS sophomore was nominated by Julie Eble, Teen Program Coordinator, to receive the Young Citizen of the Year Award. This was presented by County Executive Maggie Brooks. A reception prior to the ceremony was hosted by the Rochester Monroe County Youth Board at the Monroe County Hospital Brass Chandelier Room.

Unplugged at the Amphitheater on June 17

Eleven bands performed for the third annual Unplugged event in front of an audience of 200 people. Music genres ranged from pop rock, classical guitar, original compositions, rap and electronically synthesized music. Several photos can be found on the Town of Perinton website. Special thanks to Jayne LaFay for being our emcee once again. Please see attached line up of bands.

Senior Center

The Erie Canal trip through Day Tours has filled up. The trip to the Hudson on the Fourth of July weekend has also filled. Friday, June 24, begins the Wellness series "Nutrition and Weight Loss Challenges for Women". The movie for the month was the original "Father of the Bride" and was enjoyed by many. The Father's Day Steak Out Dinner was a great success. There was good food and a good time. Next week will be the July 4th picnic and the Strawberry Festival. This is an annual tradition. Exercise classes continue to be going very well.

Marketing Report (See enclosed)

Department News

Jeff Myers and I attended a Customer Service Workshop presented by HR Works. There were great tools learned to share with our staff. We are looking at ways to implement these in our department.

Jeff Myers, Jeff Nutting, Stacey Estrich, Scott Allen, Ashley Krasicki and I attended a session titled "Shape Up Seminar: Making Your Parks Fiscally Fit". It was a very educational session.

Our intern Ashley Krasicki did a great job during her five week stay with us. She was very grateful for the opportunity to learn the many facets of our department.

AROUND THE TABLE

Mike Coppola gave positive feedback on the drive-in movie he and his family attended. He also made the suggestion that an email reminder about Unplugged and Center Stage activities be sent to Advisory Board members.

Both Al Chesonis and Mike Coppola thought it a great idea to promote the Rec Center by offering a chance to win a prize by "Liking us on facebook".

The Grand Opening/Ribbon Cutting at the Bushnell's Basin boat dock is taking place from 1pm-3pm on Saturday July 16.

Chair Chesonis recommended the use of security cameras at park areas where possible. He also thought it would be a great idea for the next Geocaching program setup be executed as an Eagle Scout project, possibly using a mobile bar code instead of the present cache.

There being no further business, the meeting was adjourned at 7:55pm. The next Advisory Board meeting will be held on **Thursday, July 28, 2011 at the Perinton Community Center, Room 211 at 7pm.**

Respectfully submitted,

Stephanie C. Kayser
Secretary