

**PERINTON RECREATION & PARKS DEPARTMENT**  
**ADVISORY BOARD MEETING NOTES**  
**JULY 28, 2011**

**PRESENT:** Advisory Board Members Jayne LaFay, Dave Schaeffer, Commissioner of Recreation and Parks Jeff Myers, Director of Recreation Diane Riesenberger and Director of Parks Stacey Estrich.

**GUEST:** Dillon Dayton, Parks Laborer/Shop Technician

**MINUTES:** Motion to approve the June 23, 2011 minutes tabled; quorum not present.

**COMMISSIONER MYERS' REPORT**

**Bushnell's Basin Dock Grand Opening**

On Saturday, July 16<sup>th</sup>, the Town hosted a Ribbon-Cutting Ceremony for the Bushnell's Basin Dock Project. The grand opening celebration was very successful and was well attended. We are finalizing a draft of docking rules and fees that will need to be approved by the Town Board before we can implement them. We are already experiencing a small problem with a boat (available to rent) that has been docked there for the last two weeks. The owner does not stay on it, just docks it there to advertise that it is available to rent.

**Budget Preparation**

I have completed a draft of the 2012 department budget. I will review it one more time, and then share it with Chair Chesonis and board member Coppola for review.

**ADA Requirements**

Commissioner Myers and Parks Director Estrich met with Town Attorney, Bob Place; Commissioner of Public Works, Tom Beck; Director of Code Enforcement and Development, Mike Doser; and Building Inspector, Jim Bailey to discuss recent updates to the Americans with Disabilities standards, and the necessary steps the town will need to take to ensure compliance. Director Estrich did a nice job pulling together a large amount of federal documentation, and summarizing it into a few short pages. The town will need to take the following actions.

1. More clearly define restrictions on mobility devices.
2. Conduct an evaluation of trail system and determine accessible trails.
3. Prohibit mobility devices in certain areas.
4. Update town code as necessary.
5. Conduct a self evaluation of existing facilities and amenities to determine accessibility.

Mr. Bailey will accompany Director Estrich to conduct facility/amenity evaluation. Mr. Place will look at update to codes.

**Financial Update**

The deposit to the Supervisor for July was \$76,512.13. This amount is \$2,278.98 lower than July of 2010. Our Supervisor deposits are \$16,699.38 behind in income to date (through July 26<sup>th</sup>) compared to last year. 98% of the reduction is program revenue.

**NYS Environmental Protection Fund Grant**

We will be contracting with Stuart Brown Associates to prepare and submit a grant application for the Egypt Park Renovation Project. The town has worked with this agency numerous times in the past, and they have proven very successful in past grant application processes. The grant would be through the New York State Environmental Protection Fund. This would be a matching fund grant. The application is due September 1, 2011.

## **DIRECTOR ESTRICH'S REPORT**

### **Community**

On Thursday June 14, 7 people joined me for a moonlight hike at Indian Hill. A hummingbird glittered through the forest trees like a fairy. The next hikes are August 11<sup>th</sup> and September 15<sup>th</sup> at 8:30pm.

Family Camping is a new event for us at Egypt Park this year on August 13<sup>th</sup>. Nine people (four families) are signed up and ready to camp with The McMahon and Estrich families.

On Saturday, June 16<sup>th</sup> a local softball group held a fundraiser for the Recreation and Parks Department. About 12 park staff attended and were thanked graciously for their efforts. The group sent us a \$200.00 donation.

The July 4<sup>th</sup> celebration was a success thanks to staff preparing and beautifying the park for all to enjoy. This Sunday, July 31<sup>st</sup> is Summerfest from 1-6pm at Perinton Park.

### **Athletic Fields**

July was full with lacrosse, soccer and rugby camps. Fields were irrigated, mowed and lined for specific needs. Softball games are occurring every night requiring infield watering and game preparation.

This week we complete phase one of rehabilitating the ball fields at Potter Park. Rob Cooper and crew measured and removed sod to improve field conditions. This fall we will fine tune the infields and add diamond tex soil conditioner. Home plate and pitcher's mound bases will be reset.

### **Equipment**

The two new trucks were outfitted with landscape and contractor bodies. NYS license plates and insurance completes this process tomorrow, and our fleet is finally back to full status.

The possibility of a mid-year purchase is being considered. After discussions with Dillon and Scott we created a list of three items for Jeff Myers to propose. Currently, we are focusing on a leaf sweeper valued at about \$34,000.00.

### **Operations**

July has been the month of park maintenance projects instead of mowing. A sample of projects completed include: painted 3 shelters, 2 restrooms, Community Center north side railing and numerous trail bollards, repaired Perinton building roof, bush hogged open fields, cut firewood, mulched cross country trail and parks, and completed garden maintenance.

The tennis courts at Egypt Park are being repaired by park staff. Super Seal was kind enough to guide us through the process in order to ensure the proper technique and not create future repair issues. Additionally, the courts at Potter Park and Perinton Park have been power washed to remove mildew and stains.

Just about every park staff was involved in preparing for the grand opening at Bushnell Basin Docks. They worked very hard as if preparing for the Ryder's Cup. The Parks staff is responsible for the maintenance of the restrooms and docks. So far the biggest issue has been an over abundance of trash but we are working this out.

We are working toward completing more of 2011 goals. Many of these were held off due to rain and now extreme heat.

## **DIRECTOR RIESENBERGER'S REPORT**

### **RECREATION PROGRAMS**

Summer 2011 registration is currently at \$283,360.60.  
There are 3,305 participants registered in 286 classes.

### **FACILITY USAGE**

July totals as of July 26: 13 reservations for a total income of \$3,005.00.  
Year to Date: 266 reservations for a total of \$40,443.75.

### **PROGRAM REVIEWS**

#### **Center Stage**

All new vendors are very happy with the exposure and sales they are generating. The staff and volunteers have done a great job keeping the concerts running smoothly thus far.

7/10 Nik and the Nice Guys – 3,500 in attendance; the weather was beautiful.

7/17 Bill Tiberio and Friends/Bill Tiberio Band - 1,200 in attendance; the weather was extremely hot.

7/24 Ghost Riders – 2,000 in attendance; beautiful weather.

7/31 Ruby Shooz will be sponsored by Perinton Pizza.

Center Stage – A Salute to America – Planning has been ongoing for the final concert of the summer. Traditionally, this has been titled “A Salute to America”. It has been a combination of the Perinton Concert band and the Fairport Fire Department. This is always one of the most popular shows of the summer. As reported earlier, this year falls on the anniversary of 9/11. The Fairport Fire Department will be providing 5,000 small American flags to hand out to the attendees. We will have a static display of emergency and service vehicles set up around the grounds of the amphitheater. This will include police, fire, ambulance and military. We are also looking into the possibility of handing out tapered candles for the audience to hold during the final songs. Volunteers will light candles and have the attendees light each other's down the row. Discussion among board members prompted the idea of using glow sticks rather than candles for safety reasons. We will discuss this with Fairport Savings Bank to help financially and possibly provide volunteers.

#### **Amphitheater Children's Concert**

Mike Kornrich presented his Rockin' and Frolickin' show on Wednesday, July 20. Everyone that came enjoyed the event, and we received a few calls thanking us for the concert. They hoped we had plans to continue this idea. Based on the feedback, we would like to add a series of children's shows, if we can find sponsorship. The weather was very hot, and we think this affected the attendance. Approximately 125 people attended the event.

#### **Summer Playgrounds**

The Summer Playground program has been going great thus far. We are in our final session. The staff has done a great job keeping everyone hydrated and safe during this difficult heat. We have had a seamless transition to the NYS Department of Health regulations. The only issue we have had is obtaining vaccination records for participants. The staff has been diligent in requiring these documents before the children are allowed to participate. Parents had been notified many different ways prior to the start of the program. The Department of Health did visit on Monday, July 25, for an unannounced inspection. Jeff Nutting took them to each site and they were impressed with the organization of the camps. All four sites passed inspections with no issues.

The playgrounds have gone on several field trips. One major trip was Camp Day at Frontier Field on July 21. The temperature was forecasted to approach the upper 90's. We had several parent calls concerned with their children attending this event in the heat. We were given a directive from Dr. Hunter that the Better Together/Bright Future children were not to go on this trip. This was understandable since many of the children are on medications. We advised the parents that

this was a "choice" field trip and camps always remain open for those who choose not to go. We always request stadium seats be in the shade due to the numbers of children we take. We took a very proactive approach to assure a safe trip. We purchased spray bottles, brought coolers and towels on the bus, encouraged everyone to bring a water bottle and extra money for ice treats, and dress in light clothing. These measures led to a very successful and fun trip. Everyone enjoyed the game despite the 16-0 score when we left. I had also advised Supervisor Smith of our plans and he was in agreement. The bus drivers were wonderful about parking the buses in the shade and staying with the group in the event we would leave early if it got too hot.

### **Summer Sport Skill Camps**

Soccer will be finished at the end of this week and Girls' Basketball will finish at the end of next week. Numbers for camps have been down a little. Despite the hot weather, we have had no heat related issues or accidents to report.

### **Leagues**

We are nearing the end of what turned out to be a highly successful Adult Softball season after all the early rain threatened to ruin it. The Men's 18/Over (Thursday) and the Women's (Wednesday) night leagues are all currently in playoffs. Youth Tennis and Adult Tennis both had good enrollment.

### **Adult Volleyball**

We are still running Adult Volleyball here on Thursday nights, despite the program being technically over for two months now. We continue to get interest and create revenue so we will keep assembling the nets each week.

### **Pickleball**

The Pickleball courts at Potter Park have been in use and an introductory free clinic is being planned for August 1 and 4 at 6:30pm. This clinic will be run by Pat Danaher, a Perinton resident and a patron of the Community Center who plays Indoor Pickleball here.

### **Community Garden**

I received a call on Tuesday, June 28 from Mayor Fritz May. The Fairport Village Board approved the use of Potter Park as a Community Garden. They all agreed that this would be a great addition to the Park. Stacey and I were very pleased with the news we had hoped for. We held another volunteer meeting on Thursday evening, July 7, and worked through more details. The committee was very excited as well. The announcement of the site is in the Fall 2011 brochure. We will begin selling garden plots in the Winter 2012 brochure. I also received a letter from Jean Whitney, Chairperson of the Fairport Historic Preservation Commission (enclosed). The Commission is excited about the planned garden as a "green use" for Potter Park. They would like to help design the fencing and possibly a sign giving the horticultural history of Potter Park.

### **Story Walk**

Our second Story Walk is up and ready. The children's story "Llama Llama Mad at Mama" will be up through August. Our next Story Walk will be in conjunction with our special 9/11 tribute in the amphitheater. The featured story will be "America the Beautiful" by Katherine Lee Bates. We appreciate the efforts of the Fairport branch of the American Association of University Women with this project.

### **New Popular Summer Offerings**

Summer Horse Camp, Tiny Trotters for younger riders, The Art of Harry Potter art classes, Children's Nature Camps, Irish Dance Camp and a new Creative Writing Camp are all doing extremely well this summer.

### **Teen Center**

On Wednesday, July 13, fifteen teens enjoyed an evening of swimming fun at the Aquatics Center. Afterward, an ice cream sundae bar was available on the Observation Deck. Several of the teens that attended are part of the incoming sixth grade class and are new to the Teen Center. On Thursday, July 21, teens played miniature golf at Sportsworks and enjoyed ice cream afterward. We have over 50 teens volunteering at the various sites of the Summer Playground program.

### **Senior Center**

July has been a bit quieter month with many seniors on vacation. The Lunch Bunch met at Applebee's on July 7. This has turned out to be a wonderful social gathering for many who would otherwise be eating alone. Applebee's has been great with providing 10% off lunches and punch card deals. The Erie Canal Day Tour trip on July 29 is filled. Christmas in July was also a big hit. The Luau dinner event on July 19 had 55 in attendance. Reports are that chef Barb Gill came through with flying colors with her chicken and ribs.

### **Facebook Update**

Currently we have 363 followers on Facebook. On July 21, due to the extreme heat, we offered a Buy One – Get One Free promotion at the Aquatics Center. The hours were limited to 2:30pm – 4:15pm. The patrons had to use the words “cool off” at time of payment for the special. We did get people “liking” this and asking if we were planning on doing more. We asked clerical to keep track of people doing this and, unfortunately, we didn't get any. Lately, we have had more interactions with people on our page. We did a comparison of various towns and numbers of followers: Penfield (246) and they have been up for 2 years, Victor (231), Pittsford (214) and Sweden (239) and they have been on-line for a while longer. In researching the possibility of doing a contest on Facebook, it was discovered Facebook has a list of specific guidelines regarding contests. It is mandatory that we go through a third party application that would be added to our Facebook page. Failure to comply with these guidelines could result in our Facebook page being terminated. The most popular contest app is called “Wildfire” and can be viewed at [www.wildfireapp.com](http://www.wildfireapp.com). The cost is \$5 per campaign and \$.99 per day of the contest. There are also over a dozen more Facebook applications that have various promotion capabilities. Chris Waldron will continue to pursue this.

### **PCC Operations**

The gymnasium will be closed from August 24 thru September 5, reopening September 6. The Aerobics Room will be closed from August 29 thru September 5, reopening September 6. The pool closure is uncertain due to the possible roofing project. Denis will set a date for cleaning the fitness and weight rooms as we get closer to August. The Parks Department will once again help us with cleaning all the PCC tables as well as the preschool tables and chairs. During shutdown, the locker room benches will be repainted and the shower room floors will be addressed. We are also looking at cleaning and repainting many of the Community Center rooms.

Keith Boas has begun taking new photos for the Community Center and Town Hall walls. Currently, we are waiting for a quote from Tyron Painting for possible Zolotone painting of the Community Center and Town Hall.

**Marketing Report** - See enclosed.

### **DILLON DAYTON'S REPORT**

#### **Professional Goals**

- Increase knowledge of Parks staff through training, cross training and handling any operating concerns.
- Improve fleet efficiency through cost effective purchases, timely maintenance, use of equipment for more than one task and proper training on each.

- Help oversee shop expenses and prepare cost analysis spreadsheets.

### **What Are We Doing Differently?**

The big push is in training and cross training on equipment and staff skills. We have also reorganized the use of the existing fleet.

### **How Are We Reducing Expenses?**

- Researching prices/comparisons
- Utilizing different/new vendors/suppliers
- Reorganized parts room/everything labeled and kept organized
- Watching/tracking purchases (bulk vs. single cost and shipping fees)
- Fabrication/In-house creations; rebuild/remake parts or create new items from them

### **Some Unexpected Repairs**

- Sweeper fall 2010 (possible 2011 mid-year purchase)
- #33 summer 2010 and 2011, due for a new large area cutter 2012
- Paint liner/gas cap

### **Future Goals**

- Analyze future fleet purchase schedule/more involvement in process
- Continue to improve staff operating skills
- Improve shop amenities (large tools) to increase shop productivity and efficiency

### **AROUND THE TABLE**

Tuesday, August 2<sup>nd</sup> from 3pm-7pm is the High Acres Open House.

Friday, August 12<sup>th</sup> the movie "Despicable Me" will be held outdoors at the Amphitheater beginning at dusk. No registration is required.

Sunday, July 31<sup>st</sup> Summerfest will be held at Perinton Park.

Director Estrich thanked Dillon for attending the meeting and sharing his experiences with the Advisory Board members and Recreation staff in attendance.

Commissioner Myers expressed his thanks to all staff for the great job they continue to do.

There being no further business, the meeting was adjourned at 8:00pm. The next Advisory Board meeting will be held on **Thursday, August 25, 2011 at 7:00pm at the Parks Operation Center, 50 Cobbs Lane.**

Respectfully submitted,

Stephanie C. Kayser  
Secretary