

PERINTON RECREATION & PARKS DEPARTMENT
ADVISORY BOARD MEETING MINUTES
December 5, 2013 (November Business)

PRESENT: Chair Al Chesonis, Advisory Board Members Mike Coppola, Jim Donahue, Paul Fioravanti, Jayne LaFay, Commissioner of Recreation and Parks Jeff Myers, Director of Recreation Diane Riesenberger and Director of Parks Stacey Estrich.

MINUTES: Motion to approve the October 24, 2013 minutes by Board member Mike Coppola, seconded by Board member Jim Donahue; minutes approved.

COMMISSIONER MYERS' REPORT

2014 BUDGET

The Town Board approved the 2014 budget proposal during their November 13, 2013 meeting. During the budget preparation process, there were no negative comments from members of the community.

FINANCIAL UPDATE

The deposit to the Supervisor for November was \$83,951.69. This amount is \$28,149.89 more than November of 2012. Year to date we are currently \$71,709.37 ahead of our 2012 amount.

SILVER & FIT

I am still in negotiations with American Specialty Health, to participate as a Silver & Fit facility in 2014. ASH informed me last week that they want us to be a Full Facility, which means certain fitness classes would also be available for their members' participation, without paying registration fees. They would simply swipe their membership card and their participation would be counted as a daily visit. I am maintaining my position that we need to be a basic facility, which offers their members use of our cardio and strength training equipment and aquatic center use. They would still need to pay registration fees for fitness classes.

TURKEY JAM

On Thanksgiving Day, we hosted our 15th Annual Turkey Jam. Land based and aquatic based aerobic programs were offered, as well as usage of the cardio and strength fitness areas. A truckload of non-perishable foods was sent to the Fairport Food Shelf on Monday.

APPROVAL TO BID FOR EQUIPMENT, SUPPLIES AND SERVICES

On November 20th, the Town Board authorized our department to request bids for Recreation Equipment, Wearing Apparel, Arts & Crafts Supplies and Janitorial Services. Bids will be opened on January 9th of 2014, and I will request approval of the bids at the January 22nd Town Board meeting.

RENEWAL OF INTERMUNICIPAL AGREEMENT

On November 21st, 2013, Supervisor Smith signed the Intermunicipal Agreement for the Ice Rink at Fairport Junction. Mayor May had signed the agreement on November 19th. The agreement clearly defines the town's and village's roles for set-up, maintenance and tear-down of the rink, as well as responsibilities for oversight. The agreement is valid for twelve months, and automatically renews until either party provides 90 day notification of its' intent to alter or terminate the agreement.

GENESEE VALLEY RECREATION AND PARK SOCIETY ANNUAL CONFERENCE

On Friday, November 15th, GVRPS held their Annual Conference and Awards Banquet at the Webster Recreation Center. Three of our staff members provided educational sessions at the conference. Jeff Nutting and Matt Steffen presented on Programming Triathlons and Races, and

Josh Dillon was a co-presenter on development and implementation of eye-catching and informative promotional materials. Both sessions were extremely well attended. In addition to the educational sessions, our department came home with three awards. Gabe Antenucci (volunteer coach) won the Quality Youth Sports Award, for his work as a coach in our youth soccer program. Debbie Ellis was awarded the "Good Gal" award. This award recognizes a member that has "unselfishly contributed time, expertise and effort to further the principles and goals of the field of leisure services." Diane Riesenberger won the Outstanding Service Award, for her "outstanding contributions to enrich the lives of individuals or groups of individuals in neighborhoods, communities or the state of New York, through recreation, parks and conservation." All three are well-deserved awards. Congratulations to Gabe, Debbie and Diane.

55+ MAGAZINE ARTICLE ON OUR RETIRED MEN'S CLUB

The October/November 2013 issue of 55+ Magazine included an article that featured our Retired Men's Club. The article highlighted the importance of social interaction and participation in activities as one ages. I am including a copy of the article with this report.

DRAFT OF 2014 MEETING CALENDAR

Enclosed with this report you will find a draft of our 2014 meeting calendar. We will need to determine topics of conversation for the meetings, and schedule them into the calendar. Please consider some topics for us to discuss. Some suggested topics include: Dewitt property usage and the O'Connor Road realignment and the impact on Perinton Park.

MAUREEN HOLLAND

Maureen Holland returned to work on Tuesday morning after a lengthy illness. We are all very happy to have her back.

DIRECTOR ESTRICH'S REPORT

NEW FEATURES

Fellows Road Park main building has all new energy efficient lighting. All new lamps and bulbs were purchased through US Communities contract and installed by park staff. The light intensity (foot candles) has tripled. These lights were replaced due to inefficient standards and purchasing capabilities ceased.

New 2014 reservation forms for Athletic fields, buildings and shelters started arriving Dec. 2, 2013. Stephany Bowley is handling all athletic form submissions and looks forward to working with all teams.

OPERATIONS

During the month of November Park Operations focused on:

Leaf removal (parks and DPW support)

Snow removal (parks/ DPW support)

Park operation inventory. Deadline to complete is end of December.

Trash barrel and picnic table repairs.

We continued to conduct athletic field maintenance until November 15 at Kreag Road Park.

The Bushnell's Basin docks were closed for the season before November 15.

Greg Siegfried, Town Fire Marshal, conducted fire building inspections. All buildings passed with the note of a few exit lights out. In addition, he suggests installing a smoke detector in the Lion's Den attic due to abundance of storage.

The New York State Turf Association, Turf and Grounds Exposition was held on November 12-14 at the Rochester Riverside Convention Center. A few session packets are available for your review along with summaries from Rob Cooper (GEO) and Joe Briggs (Laborer). They attended the event and received recertification credits for DEC Pesticide License.

The Village Ice Hockey Rink is up and operating. The Village staff is flooding the rink and hopes to hand it off to Town Parks Department next Friday, December 13.

Recovery from the snow storm Wednesday, November 24 went extremely well. Some staff was supporting DPW. Our biggest issue was broken branches from the weight of the snow. The Center Park orchard received a considerable amount of damage to the Ornamental Flowering Pear Collection.

The first draft of a Town Recreation and Parks Department internal *camping policy* has been drafted and is under review. This will begin May 1, 2014. Locations being considered are Bushnell's Basin, Kreag Road Park, Center Park, White Brook, and Howell Road.

Unfortunately, we have a shortage of staff for the winter. While home cutting down a tree, Jim Belaskas, fell off a ladder and broke a bone. We found out he cannot return to work until February 9, 2014. In addition, Scott Allen, goes in for minor surgery and will be absent for up to one week. With Holiday vacations and time off, the department is down to 3-5 fulltime on any given day. The new Health Care Act does not allow us to retain seasonal staff as we normally would have done in this type of situation. We currently, have one seasonal who works three eight hour days to help cover park operations.

DIRECTOR RIESENBERGER'S REPORT

RECTRAC

Fall 2013 registration is currently at \$195,118.00.
There are 3,304 participants enrolled in 399 classes.

FACILITY USAGE

November totals as of December 3: 37 reservations for a total of \$4,877.00.
2013 Year to Date: 401 reservations for a total income of \$64,564.00.

PROGRAM REVIEWS

CENTER STAGE

Sponsorship recruitment is underway. The committee met in the beginning of November to discuss bands and logistics for the new year. The line-up will include some of the new bands we used last year as well as the popular bands we skipped last year. The committee will also add some new bands that have never performed. To date the following sponsors have confirmed:

Season Sponsor - \$15,000

Wegmans

Event Sponsor - \$1,400

Fairport Savings Bank
Waste Management
Perinton Hills Shopping Center

Golf Cart - \$1,200

Fairport Federal Credit Union

HALLOWEEN PARADE

The annual Halloween Parade was held on Friday, October 25. The weather was certainly colder than last year and early forecasts predicted rain. Mother Nature cooperated enough for us to have a successful, dry parade! Marchers came out in droves. It was a great night filled with awesome costumes and tons of smiles. The parade is co-sponsored by Fairport Rotary who provides the participation ribbons and winning plaques for the costume judging as well as emcee the event. Another major contributor is the Fairport Fire Department who provides complimentary doughnuts and cider, which everyone loves. Frontier Communications joined again this year and passed out candy to everyone. Other groups that help make this parade possible are Village of Fairport DPW, Fairport Electric, Fairport Police Department and our Parks Department. The Fairport High School Band cancelled the day of the event due to low student participation.

Special thanks to the Fairport Fire Department for playing some extra numbers in the Potter Park parking lot. Please see enclosed award winners.

15TH ANNUAL TURKEY JAM

The Turkey Jam held on Thanksgiving Day, November 28 was once again a great success. Over 200 participants came to the Perinton Community Center to use the fitness equipment, walk or take a fitness class in either the pool or the gym. This year two new fitness instructors, Lisa Valcore and Brenda Leuzzi ran the classes held in the gym. A wonderful amount of food was collected and delivered to the Perinton Food Shelf.

CELL PHONES FOR SOLDIERS

On Veteran's Day (Monday, November 11) we participated in the Cell Phones for Soldiers program, acting as a drop off site for old cell phones. The profits from the donated phones are used to purchase calling cards for America's troops to call home. This year we collected 67 phones.

CARDS OF THANKS

On Monday, November 25, two thousand "thank you for your service" cards were mailed to Bethesda, Maryland for the "Holiday for Heroes" card project. These cards were made by our students in Jefferson Avenue School, Martha Brown Middle School, Detours, Playground, Fun Zone, Teen Center and Schoolbreakers programs throughout the year. Special thanks to Alan Stewart and Stacey Young for their assistance in overseeing this project and to Principals Richard Greene and David Dunn for allowing us to visit their schools. Postage for mailing the cards was paid with proceeds from the Teen Center Army Adoption bottle and can returns.

SCHOOLBREAKERS

Schoolbreakers will be held on December 12 and 13. This is a program for elementary school aged children who have the day off from school due to parent conferences. We provide supervised activities and games and will utilize the Aquatic Center. The participants will remain busy with safe, fun activities.

2014 SPONSORSHIP

Eighteen 2014 Sponsorship packets were mailed out on November 19 specifically targeted for our Outdoor Movies. A major goal of 2014 is to step up the sponsorship of the Outdoor Movie series to ensure its continued future success. Follow-ups will be made this month. Kudos to Jeff Nutting and Josh Dillon for designing the new packet.

FITNESS PASSES

Beginning January 2, 2014 we will be using swipe passes for residents and non-residents. Fitness punch passes will no longer be available.

AQUATICS

Private lessons have continued to impress us this fall. We have now filled 46 of 60 offered classes with total revenue \$5,516.00. Of those 60 classes, 22 were offered by our own staff setting up private lessons with people who have approached them outside of the listed sections or wanted to continue with lessons after a previous section ended. Laura Silins will be taking over all full time aquatic operations when Matt Steffen's baby arrives this month. Matt expects to be out for 2-3 weeks if everything cooperates. We now have a Total Immersion trained swim instructor, Kim Bade. Currently she is a Total Immersion instructor to clients she has contacted herself. In the winter we will be running a weekend long clinic in partnership with Towpath Bike each month for those interested in Total Immersion. She is one of the only instructors in the area and we are glad to have her. Splash parties continue to go well and we will be adding two additional parties from 4:30-6:30pm and 5:30-7:30pm beginning January 3-April 12. Splash Party revenue for November: Fridays, \$1,405, Saturdays, \$2,680 and Sundays, \$1,930. Starting January 3, 2014 the Aquatic Center will be open until 8:00pm on Saturday evenings. We are beginning to organize activities for the 10th year Aquatic Anniversary.

TEEN CENTER

For the second year in a row, the Teen Center had a very successful coat drive during the months of October and November. Coats and warm weather wear items of all sizes were collected for children and adults. They were distributed to the Fairport schools and to the Church of the Assumption for people in the Fairport/Perinton community that are in need. On the evening of Friday, November 1 the Aquatic Center was hopping as 30 teens in grades 6-9 participated in a Pool and Pizza Party. After an hour and a half of swimming, the kids ate pizza. At the November 4 Teen Advisory Board meeting, Mr. Pete DuPre' spoke to the teens about his World War II war experiences. On Saturday, November 23 thirty teens, family members

and recreation staff members spent the morning helping out at Foodlink. Volunteers put together close to 150 twenty pound bags of potatoes, onions and apples to be distributed to families for the Thanksgiving holiday.

55+

On Tuesday, November 12 the Harvest Dinner/Staff Talent Show was a success. The staff did a great job “entertaining” and had fun doing it. The dinner was a complete Thanksgiving feast with turkey and all the trimmings and there were 85 people in attendance. Exercise programs are going extremely well and an additional Yoga class has been added on Mondays. The Covered Wagon trip to Seneca Niagara Casino on Wednesday, November 6 had several winners playing the penny machines. The biggest winner brought home \$300.00. Fifty four people made the trip to Niagara Falls.

2014 Winter Brochure

The winter brochure is due to be mailed next week. A new addition is the listing of the room number with the class location. The brochure will also have a new “magazine cover” look for 2014.

DEPARTMENT NEWS

Clerical meetings were held on Wednesday and Thursday evening, November 6 and 7 to accommodate all full time and part time clerical staff. Special thanks to Stephanie Kayser, Cathy Keating and Michelle Reus for a great team effort speaking on various topics. The meetings were well received and very positive. To continue open communication, clerical meetings will be held quarterly, prior to each registration.

E-NEWSLETTER

The E-Newsletter was sent to 1,087 people who have requested it on Wednesday, December 4.

MARKETING REPORT – Enclosed.

PERINTON PRIDE FUND

Commissioner Myers distributed copies of the Perinton Pride Fund Statement listing contributions April, 2012 thru December, 2012; as well as Endowment Account and Grantmaking Account balances through March 31, 2013. Investment performance for the quarter may be accessed at www.racf.org.

SPECIAL REC

The town has always been sensitive to taxes and fees, but should remain competitive. Fees currently assessed for Special Recreation may be artificially low compared with other towns in the area. To reach a decision on a new fee structure will involve a study of the future growth of housing units expected in the next ten years, as well as a review of the strategy and history used by other towns. Commissioner Myers will research the plans/fees of other towns and report back to the Advisory Board with his findings.

2014 ADVISORY BOARD CALENDAR TOPICS

Topics to address on the 2014 Advisory Board Calendar were discussed. A preliminary list will be sent to members for final approval at the next meeting on January 3, 2014 (December Business).

AROUND THE TABLE

Board member, Jim Donahue shared that the library renovation study has been completed. In early January, these findings will be presented to the community.

Director Riesenberger wished the Advisory Board members Happy Holidays and invited them to attend the Holiday Brunch taking place on Friday, December 13 from 11am-2pm.

The son of Chair Chesonis is a member of the Fairport Varsity Volleyball team; and Al was pleased to share that the team had a very successful season. Al also congratulated the Rec staff on their recent awards and extended Happy Holiday wishes to all.

There being no further business, the meeting was adjourned at 8:03pm. The next Advisory Board meeting (December Business) will be held on **Thursday, January 2, 2014 at 7:00pm at the Perinton Community Center in Room 211.**

Respectfully submitted,

Stephanie C. Kayser
Secretary