

ERINTON RECREATION & PARKS DEPARTMENT
ADVISORY BOARD MEETING MINUTES
May 28, 2009

PRESENT: Vice Chair Mike Coppola, Advisory Board Members, Jayne LaFay, Dave Schaeffer, Steve VanVreede, Kevin Ruster, Commissioner of Recreation and Parks Jim Donahue, Director of Parks Stacey Estrich, Recreation Director Jeff Myers. Summer intern Josh Dillon was also in attendance

MINUTES: Motion to approve the April 23, 2009 minutes by Board member Steve VanVreede, seconded by Board member Dave Schaeffer; minutes approved.

COMMISIONER DONAHUE'S REPORT

Census room use- We received a thank you from the local census takers for letting them use meeting space over the last six weeks for the Address Canvassing portion of the 2010 census. They met twice a week to share experiences and learning's as they worked to Canvas Webster, Penfield, Perinton and Victor to ensure the correct database is available for the 2010 mailing of the census documents.

Meeting with DPW summary- The Commissioner and Parks Director met with key staff at the Department of Public Works to formulate plans for summer goal-related projects. The staff reviewed timelines and resources. The department receives excellent cooperation from DPW.

Energy Grant- The Town is eligible for \$171,000 in energy related grant funding. The town staff is preparing the final grant document which should include a park related master plan item

Rectrac Training Completed- Vermont Systems conducted a week of training and install of the newest software release of recreation and parks software. The training is the first step in getting our programs online and instituting a full scale photo id/bar code system by fall.

Egypt Park Proposal- The Town Board approved a detailed design contract with Trowbridge and Wolf for Egypt Park improvements at last evenings meeting. The detailed planning will start immediately.

Financial Update-The deposit to the Supervisor for May was \$ 171,173.34. This is \$ 20,203.49 behind last year to date deposit. The year to date income is down as is the year to date expenses total.

Capital Projects-The commissioner and parks director has identified several recommended capital improvement projects that are not a part of the annual goals. These projects were reviewed with the Town Supervisor. The department received approval to move forward with the planning of these projects. Monies will come out of the building improvement capital reserve fund for some of the projects. These projects were also submitted for Economic Stimulus funds.

Volunteer Board Recognition Dinner- The dinner will be held at Woodcliff on Thurs. June 18. Please confirm your attendance with Barb Clay.

Auction Proceeds- The Town Board approved a transfer to the parks capital equipment reserve fund of \$5,310, the proceeds from the spring equipment auction.

DIRECTOR MYERS' REPORT

- I. Recreation Programs.
 - A. RECTRAC – Rec Facts.

1. Spring 2009 registration currently at \$172,173. There are 3,812 participants enrolled in 309 classes. (Income down ~\$5,648 from this report last year.)
 2. Increase of \$15,643 and 381 participants since April '09 report.
- B. Special Events.
1. "Family Orienteering" returns on Sunday, June 7 at 1pm. 13 families signed up at this point.
 2. Gazebo Concert Series begins on Thursday, June 4th with the Perinton Concert Band.
 3. Perennial Flower Swap at Perinton Park Shelter on Saturday, June 13th, 11am.
 4. SPECIAL INVITATION: Friday, June 19, 2009, Center Stage Amphitheatre. "Unplugged" at Center Stage.
- C. 'Passport to Wellness' Trails Program – Scheduled to begin June 1st. Copies of Passports provided. Program pulled together by Jeff Nutting and Dave Schaeffer. Thank you to partners: Town of Perinton, Crescent Trail Association, Wegmans, Monroe County Parks, Waste Management, and Humane Society at Lollypop Farm.
- II. Facility Usage.
- A. PCC Room and/or Gymnasium Rentals – 2009.
1. Currently at 160 reservations for \$23,470.00. (11 less reservations/~\$1,400 added income from this report last year.)
- B. RELAY FOR LIFE.
1. American Cancer Society will host a 'Relay for Life' event at Center Park West, Saturday, 5/30 7pm to Sunday, 5/31, 7am.
- C. Marion High School Senior Bash to return June 26th to 27th, for their overnight Post-Graduation program.
- III. Department News
- A. MLB Pitch, Hit and Run
On May 3rd, Jeff Nutting hosted a local MLB Pitch, Hit and Run Competition at the Fairport Little League Baseball Complex. There were 38 participants. Winners in their age brackets advance to the sectional competition on May 31, in Victor.
- B. Preparation of Summer Programming
1. Staff is heavily involved in preparation for summer programming, including Summer Playgrounds, Sports Skill Camps, Center Stage and Gazebo, Unplugged at Amphitheatre and Outdoor Movie, to name a few.
- IV. Center Stage
- A. Center Stage Concerts run from July 12 to September 13.
- B. We have lost some sponsors due to economy, while adding some new sponsors.
- C. There will be no fireworks display at the final concert, yet we still expect a large crowd for this show.
- D. Planning process is going along well.

DIRECTOR ESTRICH'S REPORT

1. Community Projects
 - a. Eagle Scout Projects continue. Total of 4 active participants.
 - b. Day of Caring Thursday, May 7th: The Xerox volunteers spread 100 cubic yards of mulch along the cross country trails behind the community center and picked up debris.

- c. Teen Center volunteers hauled and spread 20 cubic yards of double ground hardwood mulch followed by lunch. This was a great success and I hope to repeat in future years. In all we saved \$4000.00 from eliminating a landscape contract.
2. Parks
 - a. Fellows Road Park
 - i. We are receiving information on a new playground for 5-12 age group. Our first estimate was \$54,500.00 including structure, safety surface and installation.
 - b. Kreag Road park
 - i. The 490 bridge over the canal was temporarily repaired. New bridge construction is scheduled for Jan. 2010 by DOT.
 - c. Perinton Park
 - i. Saturday May 30 is the 8th Annual Celiac Disease walk-a-thon.
 - d. Potter Park
 - i. The contract for color coating and lining the tennis courts color is completed.
 3. Reservations from January to May comparisons
 - a. Shelters
 - i. In 2008 we had 872 shelter reservations totaling \$960.00.
 - ii. In 2009 we had 866 shelter reservations totaling \$1065.00.
 - iii. The most used shelter is Perinton Park (128) with both Fellows Road shelters close behind. On average all shelters have over 100 rentals.
 - b. Buildings
 - i. In 2008 we had 175 reservations totaling \$9735.00.
 - ii. In 2009 we had 157 reservations totaling \$9415.00.
 - iii. Difference of \$320.00. The White Brook building is 20 reservations behind from last year.
 - iv. Most used building is Perinton Park with 59 reservations from Jan. to May 26, 2009.
 4. Paving Projects are commencing at White Brook, Perinton Park and the Lion's Den Sidewalk with the support from DPW.
 5. Equipment
 - a. The new Kubota mower (6 foot deck) arrived mid May. The park staff is busy mowing and enjoying the new equipment. The Volvo loader is due to arrive Mid June to July.
 6. Park Staff
 - a. DOT training occurred on May 21st with Officer Dan Phelps. We covered general road safety tips, hauling equipment such as mowers, gas cans, tools and tractors.

Trails Discussion- Dave Schaeffer updated the board on the status of the trails system in Perinton focusing primarily on the Crescent Trail. He reviewed current trail plans. The Town has 35 miles of public footpaths. Dave reviewed the success of the public/private trails partnership. The Town has acquired use of the lands for trails through easements, dedication of public lands or revocable permits. There is a need for more and better signage on the trail systems. This need is identified in the recreation and parks master plan. Advisory board member Schaeffer reminded the others present about the all day hike coming up. There have been a few reported incidences of bikes misusing the crescent trail paths.

AROUND THE TABLE

The Advisory Board requested information on the amount of web site traffic as it relates to the recreation and parks pages. The Commissioner agreed to research this and provide information to the board.

An unplugged teen event will be held at Center Stage on Friday, June 19. Jayne LaFay will be the DJ.

It was mentioned that there may be a possibility of snowmobiles allowed on the state canal trail.

Board member Coppola mentioned the positive aspects of social networking site Twitter. The department will look into the networking, marketing, and promotional opportunities afforded by this web site.

There being no further business, the meeting was adjourned at 8:05pm. The next Advisory Board meeting will be held on **Thursday, June 25, 2009 at the Perinton Community Center, Room 211 at 7:00pm.**

Respectfully submitted,

James A. Donahue
Commissioner of Recreation and Parks