

PERINTON RECREATION & PARKS DEPARTMENT
ADVISORY BOARD MEETING MINUTES
January 28, 2010

PRESENT: Chair Al Chesonis, Advisory Board Members Mike Coppola, Jayne LaFay, Dave Schaeffer, Stephen VanVreede, Commissioner of Recreation and Parks Jim Donahue, Director of Recreation Jeff Myers and Director of Parks Stacey Estrich, Scott Allen, Parks Foreman

MINUTES: Motion to approve the January 7, 2010 minutes by Board member Jayne LaFay, seconded by Board member Mike Coppola; minutes approved.

COMMISSIONER DONAHUE'S REPORT

Advisory Board Chair

Al Chesonis was reappointed by the Town Board to serve a two-year term as Chair of this Advisory Board with the term expiring December 31, 2011. The staff appreciates Al's time and dedication to the Board and the Town.

Youth Grant Funding Cut

We have been notified by the Monroe County Youth Bureau that the youth services funding we receive will most likely be cut again this year. They are anticipating a 12% reduction which would mean a loss for us of \$2,550. This cut is on top of previous losses. This is the third year in a row the program has been reduced since 2007. We have lost more than \$8,000 total in the past three years.

Commissioner Transition

A transition plan to replace the retiring Commissioner was presented to the Town Supervisor last year. The plan continues to be implemented. More information will be available as the Town Board decides on staffing options.

Egypt Park Progress

The Egypt Park preliminary planning continues. Trowbridge and Wolf have provided us with some preliminary maps for renovations. Their representative will attend our February meeting and cover this plan in more detail.

Financial Update

The deposit to the Supervisor for January was \$158,927.62. This is \$4,745.39 higher than last January. The early year expenses are in line with 2009.

Update on Facilities - Summer 2010

The Commissioner and staff continue to meet and discuss facility alternatives for summer programming. The Fairport School District will have only Johanna Perrin School available for our use. We will conduct the Better Together and summer playground at Johanna Perrin. The staff is still meeting with St. John of Rochester Church to rent/use their facilities for a playground alternative site. We are seeking other suitable facilities for other programs that are displaced because of the lack of school space.

Bids

The Recreation and Parks Department opened bids for wearing apparel, arts and craft supplies, recreation supplies, janitorial services, and Kreag Road Park field lights on Thursday, January 14 at 1 pm. Recommendations were made to the Town Board last evening and approved.

DIRECTOR ESTRICH'S REPORT

1. Parks, General
 - a. An introductory meeting is set for this Friday at Town Hall with the new Monroe County Captain for Zone A. Both Jeff and I will attend to discuss our concerns on illegal activities, proper protocol and Monroe County Sheriff support.
 - b. The Parks Division has taken a proactive approach to dogs off leash. We received information on another incident regarding children and dogs off leash at Spring Lake Park. Parks staff is routinely monitoring the area, recording data and handing out Dog safety guidelines. Small Town Code signs have been placed at Spring Lake Park, Fellows Road and Center Park East as gentle reminders. A larger Park Safety Guidelines sign will temporarily be placed at Spring Lake Park in the next week to clearly state the Town's concerns and obligation to maintain a safe and clean environment for all park users.
 - c. Winter pruning started at Perinton Park and will continue over the next few months. All staff has been trained on proper pruning skills and equipment.
2. Recreation & Parks Brochure
 - a. A new 'PARK IT' page(s) will highlight park events, community projects, and Perinton Park facts. For the spring brochure the CTA Sunday hikes, Earth Day event (Park Ranger Day), Wellness program, Park Stewardship projects, information on the Spring Lake erosion project and recreation nature programs will kick it off. Our goal is to educate the residents about our parks, playgrounds, hiking trails, develop a volunteer base, encourage youth and adult participation (some free events) and increase outdoor healthy lifestyles.
3. Kreag Road Park
 - a. Sports Lighting Bids were opened on January 14, 2010. Musco Lighting Inc. was recommended for Town Board approval Wednesday January 27th. This project is scheduled to take place this spring before softball leagues.
4. Potter Park
 - a. The new playground for Potter Park has arrived. Installation is scheduled for spring 2010 depending on the drainage. The project will be completed before the summer playground program.
5. Village Ice Skating Rink
 - a. The ice skating rink has been opened for 53 days and closed for 2 days (96 %).

DIRECTOR MYERS' REPORT

- I. Recreation Programs.
 - A. RECTRAC – Rec Facts.
 1. Winter 2010 registration currently at \$128,530. There are 3,100 participants signed up in 286 classes. Last year at this time registration was at \$121,325.
 - B. Upcoming Special Events.
 1. Live Birds of Prey series – See attached sheet.
 2. Perinton Popular Pizza Parlor Poll: Once again, filled to capacity (226). Scheduled for Thursday, February 4. 10 pizza parlors will be participating.
 3. Father & Daughter Valentine's Ball: 60 people enrolled for the Saturday, 2/13 event.
 4. These three programs are Family-Friendly.
 5. 'Unplugged' returns tomorrow evening at the Teen Center. There are 8 bands registered to perform.

- II. Facility Usage.
 - A. PCC Room and/or Gymnasium Rentals – 2010.
 - 1. Currently at 33 reservations for \$5,148.00.
 - 2. Last year current revenue \$5,504.00.

- III. Recreation Equipment, Wearing Apparel and Arts & Crafts Supplies Bids
 - A. All bids approved by Town Board at last night's meeting.
 - B. Bid Result Summaries for Recreation Supplies and Wearing Apparel attached.

- IV. Community Center.
 - A. Lobby Furnishings.
 - 1. A small committee has begun the task of searching for new furnishings in the lobby area of the center. We are looking to replace the soft chairs, as well as the carpet and the preschool carpet.
 - 2. We will look to purchase from vendors on state contract.
 - 3. This will refresh the aesthetics of the lobby.
 - 4. We would also like to place a flat screen TV on the wall, for our own advertising.
 - B. Spinning Classes.
 - 1. We are running 13 different spinning classes in the course of one week. Most are filled to capacity (12). The lowest enrollment number is 9 participants.
 - 2. Two spin bikes recently broke after only a week and a half of use. The pedal came loose.
 - 3. G&G Fitness has been very quick to react. There are two temporary replacement bikes in the spin studio, and the parts are being shipped immediately to get the two back online.
 - 4. The sales representative and the technician believe the defective pedals were installed incorrectly.
 - 5. G&G Fitness has also provided us with a list of "spare" parts we should have on-hand to expedite repairs.

- V. Media Information
 - A. Fairport Post
 - 1. We have been informed by the Fairport-ER Post staff that there have been some changes to their reporters and assignments. A new reporter, Dan Goldman, will work on community life and sporting events, while Denise Champagne will focus on government and photos.
 - 2. Kathy Goodrich has spoken directly to Denise and Dan, and for now will direct all information that we provide to the attention of both.
 - 3. Dan seemed very positive during his discussion with Kathy, and doesn't feel there will be an issue with promoting our events.
 - B. Rochester Democrat & Chronicle
 - 1. In the 'Our Towns' section of the Wednesday, January 27, 2010 edition of the D & C, the article about coach Irving Espada was included.
 - 2. Jeff Ackerman and Kathy Goodrich were instrumental in getting this article in the paper.

- VI. NYS Office of Children & Family Services/Monroe County Youth Bureau meeting

- A. This morning, Cathy Keating and I attended a meeting hosted by the New York State Office of Children and Family Services and the Monroe County Youth Bureau.
 - B. The meeting addressed the new application process for the Youth Funding that Perinton receives. The application process for 2010 will include a submitted hard copy, as well as entering our application into a web-based system.
 - C. Our funding level for 2009 was \$21,247. As Jim mentioned in his report, our expected 2010 funding level has been reduced by 12%.
- VII. Center Stage.
- A. Sponsorship.
 1. Wegmans has confirmed the season sponsorship for \$15,000.
 2. Five event sponsors have been confirmed.
 3. Two golf cart sponsors have been confirmed.
 - B. Golf Cart Vendor
 1. A potential new golf cart vendor (Rochester Cart Rentals) has submitted a quote to rent us golf carts at approximately 25% less than our current vendor rate.
 2. Jeff Nutting will meet with the vendor, and inspect the fleet of golf carts, as well as discuss maintenance of carts, and turn-around time if one needs to be replaced.
 3. A cheaper rate doesn't necessarily mean a better deal. We must be sure that we will receive the same quality and service as we have in the past with Five Star.

Summer 2010 Program Facility Use

The Fairport Central School District is continuing Phase III of their Construction and Renovation project, with work being conducted at nearly every district owned building. This creates a major impact on the Perinton Recreation and Parks summer programming. As such, we have found it necessary to find alternate locations for some of our programs, and change the timing of some of the programs.

The two major programs that are affected by the construction project are the Summer Playground Program, and the Sports Skill Development Camps.

Summer Playground Program

The Summer Playground Program historically has used the Northside Elementary School, the Brooks Hill Elementary School, and the Jefferson Avenue Elementary School, in addition to Fellows Road Park and Potter Park for their sites. During the summer 2009 program, Brooks Hill was unavailable to us, so we utilized the four remaining sites and increased the participant number at those sites to accommodate the loss of one site. For the summer of 2010, in addition to Brooks Hill being unavailable, we also do not have the use of the Northside School, or Jefferson Avenue School. This leaves only our two park sites.

The Fairport Central School District has offered use of one school for our program. The renovation work at the Johanna Perrin Middle School is almost complete, and this building will serve as one playground site. At this site, we will run the Better Together Program, in addition to a playground site. This school will also host all school district summer reading programs.

We have also secured the Perinton Community Church on High Street Extension, for our fourth site. This site works very well, as it has plenty of room for our programs, the church leadership has been very willing to work with us, and they are charging us only a nominal fee to cover their costs. This fee is \$150 per week. This site is located almost directly across the street from the

Dudley School playground, which we have obtained permission from the school district to utilize, as the construction at that school will not approach the playground equipment.

The staff has also been in negotiation with the leadership of St. John of Rochester. The two agencies have come to a verbal agreement to utilize the gymnasium, cafeteria, and one large classroom in their Parish Center for our fifth playground site. Our cost to use their facilities will be \$1,800.00 for the season, or \$300 per week. Scheduling conflicts with other activities in the Parish Center will create a need to adjust our schedule at this site. There will be a 1 week break immediately following the first, two week session, in our playground program. This 1 week break is at this site only.

Sports Skill Development Camps

In previous years, the Skill Camps have used fields and gymnasiums all across the town, at many of the school district facilities. We have used fields and gyms at Martha Brown Middle School, Johanna Perrin Middle School, Minerva DeLand School, and the high school. At every outdoor site, we also reserved a gymnasium, in the event of a sudden storm, and the need to get to an indoor location immediately. Although the availability of school district facilities is extremely limited this year, we must maintain the safety first priority, and ensure that we are not putting our participants at risk.

Our largest sport camp is the boys' basketball camp. As stated above, Johanna Perrin School is almost completed with the renovations project. The new gym will be able to accommodate a good portion of this camp. In addition to Johanna Perrin, the camp will also use the Perinton Community Center gym.

Other indoor camps include the girls' basketball camp and the volleyball camp. These camps will be accommodated at the community center. We will also run the Table Tennis camp at the community center.

Outdoor camps include girls' field hockey, boys' and girls' lacrosse, football and soccer. These camps will utilize the four fields at Center Park West. There is also the possibility that the Fairport School District will allow use of their turf field for our Field Hockey Camp. Some scheduling conflicts have forced us to schedule some of the camps later in the summer than they are historically run. We are working with the coaches to determine the actual timeframe. The outdoor camps that are using Center Park West will have two places to seek shelter at in the event of a storm, those being the Center Park West picnic shelter and the Amphitheatre. A large room in the community center will also be reserved for each camp, in the event of forecasted rain. This room will be utilized to show videos and give classroom style instruction on the sport.

We are also looking at the possibility of reintroducing a baseball camp, which we have not run since the summer of 2005. Once the coach has made a final decision, we will approach the Fairport Little League for possible use of their facilities.

EGYPT PARK UPDATE

In the spring of 2008, the Town of Perinton was granted a 25 year lease from the Humane Society/Lollypop Farm for the continued use of Egypt Park. This lease was granted with the stipulation that the Town of Perinton would make upgrades throughout the park along with the creation of a proposed dog park. The Master Plan had targeted about \$300,000 for the cost of park upgrades. These upgrades include but are not limited to a new playground area, replacement of the shelter, improvements to the parking lot as well as the creation of the dog park. Lollypop Farm has design input but not a final say in the upgrades. A more current cost estimate and timetable for each improvement will be presented to the Advisory Board at the meeting on February 25 by Trowbridge and Wolf. Once the preliminary design is in place, sources for monies will be explored; possible grants or donations from the Perinton Pride Fund

and Lollypop donors. The improvements will most likely be done in finance-dependent phases. Advisory Board members were advised to review the park map handouts and be prepared to ask questions or offer any feedback they may have at the next meeting. Both Al Chesonis and Dave Schaeffer stated these improvements will create good synergy between Lollypop Farm and Egypt Park.

AROUND THE TABLE

A bicycle/pedestrian incident that occurred on the Canal path was mentioned by Dave Schaeffer and Parks Director Estrich reassured the Advisory Board that the situation had been dealt with and that the Parks staff will do what it can to help in areas we are responsible for with these problems going forward.

Scott Allen, Parks Foreman thanked the Board for the opportunity to attend the meeting. He looks forward to participating at future meetings if need be.

There being no further business, the meeting was adjourned at 8:20pm. The next Advisory Board meeting will be held on **Thursday, February 25, 2010 at 7:00pm at the Perinton Community Center in room 212.**

Respectfully submitted,

Stephanie C. Kayser
Secretary