

PERINTON RECREATION & PARKS DEPARTMENT
ADVISORY BOARD MEETING MINUTES
April 24, 2014

MEETING CALLED TO ORDER: 7:01pm

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

MINUTES: Motion to approve the March 27, 2014 minutes by Board member Jim Donahue, seconded by Board member Paul Fioravanti, minutes approved unanimously.

COMMISSIONER MYERS' REPORT

SILVER & FIT UPDATE

We have been an "In-Network" Facility with the Silver & Fit program since the beginning of the year. Similar to the Silver Sneakers program, I send in a monthly usage report to American Specialty Health (third party contractor that runs the Silver & Fit benefit program) of all of the Silver & Fit member visits for the month. Our reimbursement is based on the usage report that I submit. Since we are a new facility of their network, it has taken a few months for our report format to be properly submitted and accepted by American Specialty Health. On April 1st, we received our 1st reimbursement check, for \$2,620.00. We have since received another 4 checks for reimbursement, including a check received on Monday, for varying amounts. The total reimbursement (4/1 to 4/21) totals \$16,405.00.

RECREATION LEADER SEARCH UPDATE

We received a total of 29 letters of interest for the Recreation Leader position. We have chosen to interview 9 of the applicants, which is every applicant that is registered to take the Recreation Leader Civil Service exam on May 3rd. Monroe County Civil Service was kind enough to share their "registered" list, so that we wouldn't be interviewing any candidates that we wouldn't be able to hire permanently anyway. Any candidate that we hire must pass the exam, and score in a reachable position on the list of eligibles. Our interviews begin Monday, April 28th.

FINANCIAL UPDATE

The deposit to the Supervisor for April was \$119,958.37. This amount is \$797.17 more than April of 2013, making our deposit to date, 2014 a total of \$5,583.93 **below** last year. Program revenue picked up between the March and April deposits, while rental and Center Stage Sponsorship receipts were down.

NEW COPIER

On Thursday, April 24th, our new copier is scheduled to be delivered. It is a Toshiba e-Studio 656 Digital Copier. This will give us some advanced abilities, including the ability to scan documents in color, however, we will not be able to copy in color. The copier is being purchased at a drastically reduced price from a contract awarded to the Eastern Suffolk County BOCES. We are able to piggy-back on their contract by paying them \$500 in addition to the price of the copier.

DIRECTOR ESTRICH'S REPORT

New Features

On April 4th & 5th, Operation Potter Patriot was a huge success, raising over \$7,000.00 (goal \$5,000.00) to support reconstruction of the new Veteran's Memorial. The Boy Scouts of America, Troop 209, organized and set up a dozen or more fun and exciting events for all kids to enjoy. WWII and Civil War reenactments occurred with over 60 Boy Scouts and leaders camping over night. This event occurred in all sections of Potter Park with little to no damage. I encourage this event in future years. It was truly amazing and a great cause to support.

Camping in Perinton starts May 1st. Enclosed is an information sheet available on the Town's website with a reservation form. We currently have 3 groups reserving sections.

Board member Schaeffer suggested that the Monroe County Sheriff's Zone A Captain be informed of the overnight usage. Parks Director Estrich agreed.

Board member Donahue indicated that the informational flyer should indicate somewhere that a permit or reservation is required, so that patrons do not think they can just camp without informing the department. Director Estrich will add the appropriate verbiage on the flyer.

Board Chair Chesonis inquired where these flyers will be distributed. Director Estrich replied at local businesses, in boater bags given at the village and Basin docks, and posted on Facebook. Chair Chesonis also recommended reaching out to local scout groups, as their camping options are limited within the scouting organizations, and this may provide an attractive alternative. Director Estrich will follow up on that suggestion.

Fellows Road restroom stall doors are almost finished. This completes our Fellows building updates with new floor color, lights and restroom doors.

Operations

Tennis courts are open and ready for play. Evening lights turn on the first full week of May.

Mowers, weed trimmers, leaf blowers and other small equipment are ready for use. All athletic supplies have arrived and playground mulch ready for use.

Seasonal park staff returned to work on April 21st. This is one full week behind normal start times, delayed due to cold weather. Weekend staff started Saturday April 5th. Weekend crews operate with two park building managers. Night Guards return to duty on May 2nd. Starting in May, summer crews are required to work one weekend day. We look forward to this new change to better utilize our labor force, clean restrooms, buildings and shelters better and to support special town and private events or tournaments.

All parks are getting ready to open around May 1st, when shelters and restrooms are scheduled to open. Staff has been busy repairing lawn damage to Perinton Park, Community Center and Town Hall. Water supply lines are currently being turned on to only run into numerous breaks. Bushnell's Basin has already resulted in a 3 day project to repair broken water lines, instead of the usual 1 day to open that facility. This is all due to the extreme low temperatures over the winter.

In April, we were given news that our loyal Grassland/ Toro Sales Representative has left the company. He is a local Monroe County resident and is still helping to consult on our Toro equipment.

Staff

Staff attended a Defensive Driver's Education Class held at Department of Public Works.

The Town is participating in the JPMorgan Chase Corporate Challenge. As of this week 15 full time staff are walking or running.

DIRECTOR RIESENBERGER'S REPORT

RECREATION PROGRAMS

RECTRAC

Spring 2014 registration is currently at \$133,181.00.

There are 2,727 participants enrolled in 390 classes.

Spring 2013 registration at this time: \$136,986.00.

FACILITY USAGE

April totals: 34 reservations for a total of \$3,198.00.

Year to Date 2014: 172 reservations for a total income of \$23,135.00.

Year to Date 2013: 163 reservations for a total income of \$20,051.00.

PROGRAM REVIEWS

CENTER STAGE – The final event sponsorship spot has been filled by Constellation Brands. Eagle Vale Golf Club has been added as a golf cart sponsor. Please see enclosed Center Stage at Center Park schedule.

FAMILY CONCERT – We have booked “Mr. Loops” for our children’s concert on Wednesday, July 16. He will be playing music geared towards younger children. There are very few performers who focus on children’s music in the area. We are looking forward to bringing someone new here to the amphitheater. “Mr. Loops” will also be writing a song about our mascot Peri.

MR. E BUNNY AND EGG HUNT – Both events on Saturday, April 12 were a success. It is estimated that between the Mr. E Bunny activities and the Egg Hunt at Center Park over 400 children participated. The Hunt is co-sponsored by the Fairport Police Benevolent Association which helps monetarily as well as with manpower. Helping Hands from Minerva Deland School volunteer to work each year with the 7-8 year old age group. We thank these organizations once again for their assistance.

SCHOOLBREAKERS “SPRING FITNESS FUN” – This afternoon program held during spring break week April 14-18 focused on physical activity in the gym and outdoors. Participants also swam in the Aquatics Center each day. Our numbers were slightly lower than in previous years. We used to run a full day program but went to half day because many people go out of town during this time. We had a few requests to offer a full day and may try again in 2015.

MIGHTY MACHINE MANIA – We currently have 173 participants signed up for Mighty Machine Mania on Saturday, April 26. The event is held from 10:00am – 12:00pm. We are hoping the weather cooperates.

STORY WALK – A new Story Walk was put up in time for the Easter Egg Hunt. The story “Nobunny’s Perfect” by Anna Dewdney has been well received. The story focuses on using manners and having good habits. Once again, this event is co-sponsored by the Fairport Area Branch of the American Association of University Women.

SPORTS – The Softball and Soccer organizational process is in full swing. Youth Soccer currently has 226 participants (16 teams) and has grossed \$11,358.00 to date. Softball has 29 teams and will gross a little over \$12,000 in team and individual registration fees. Summer Skill Camp transition has also begun and Jeff Ackerman is lining up instructors for our various programs. Marci Callan with Fairport Area Swim Team (F.A.S.T.) has been instrumental in recruiting coaches and will provide us with an opportunity to have fewer employees required to be on payroll, as several of these services will be contracted directly to F.A.S.T. Another successful season of Adult Basketball League wrapped up on April 10 here at the Perinton Community Center.

AQUATICS – Spring break in the pool went extremely well. We saw 2,152 swimmers in the Aquatics Center. Splash Parties continue to go well; Friday nights (9) \$1,260, Saturdays (23) \$3,685, Sundays (11) \$2,711, Total \$8,486. May is Aquatic Safety Month. We will be running a one dollar special on Wednesdays during the month of May from 3:30-9:00pm for all who come to swim. We had 404 participants in our group lessons this winter, 413 last year and 76 participants in private lessons. Private lessons were not held last year.

Please see winter revenue comparison below:

	2013	2014
Program	Revenue	Revenue
Total: Learn-To-Swim	\$24,544.75	\$24,191.50
Total: Private Lessons	N/A	\$7,285.00
Total: Advanced Swim Programs	N/A	\$892.00
Total: Programs	\$3,193.50	\$3,383.00
Total: Water Aerobics	\$9,172.00	\$7,887.00
Total: Splash Parties	\$12,321.00	\$16,929.00
Facilities	\$2,625.00	\$2,430.00
Total	\$51,856.25	\$62,997.50

TEEN CENTER – Julie Eble gave a PowerPoint presentation on April 7 to the parents at Johanna Perrin’s 5th to 6th Grade Parent Orientation. Julie gave them an overview of Teen Center programs and volunteer opportunities. On Wednesday, April 30 she will do another presentation for the parents at Martha Brown Middle School. On Monday, April 16 a large group of teens, family members and recreation staff spent the afternoon volunteering at Foodlink. The work involved sorting and repacking damaged food items to be sent to numerous agencies in the Rochester and surrounding area. The Senior/Junior Billiards Club, organized for the Teen Center by Jimmy Eng and James Munson from the Men’s 55+ Billiards program, was a success. Due to long awaited outside time by the teens, the program will reconvene in the fall.

55+ - The Covered Wagon trip on Thursday, March 27 went very well. Participants visited the Women’s Rights National Historical Park and Visitor’s Center, Declaration Park and Waterfall, Wesleyan Chapel and the Elizabeth Cady Stanton House. They had lunch at the Gould Hotel. The Spring Fling Dinner was held on Tuesday, April 8 with entertainment provided by Bob Neusatz. The Retired Men’s Club traveled to Medina Railroad Museum on Tuesday, April 15. They were able to see the start of the room that will be dedicated to Ray Roe. This will be a wonderful tribute to Ray who donated his extensive railroad collection to the museum. On Thursday, April 24 Jerry Taylor will take attendees for a “Walk Down Memory Lane”. Old songs, TV shows, newscasts etc. will be remembered all while using the computer to show just how easy the computer is to navigate. The April craft was called the Explosion Box, a decorative box that opens and displays photos.

DEPARTMENT NEWS

- Staff is working together very well on the realignment of responsibilities under the transition plan.
- We will begin interviewing 9 candidates for the Recreation Leader position on Monday, April 28.
- Clerical meetings are scheduled for Monday and Thursday evening, April 28 and May 1. Some of the topics on the agenda include; cash balancing, pass renewals, facility reservations and swipe cards.
- Staff members attended a Defensive Driving Education class on Wednesday, April 16.
- This summer and fall, the Good Food Collective has rented out the third bay of the PCC’s north parking lot for distribution of the Community Supported Agriculture (CSA) program. Aside from us earning over \$500 in revenue from a usually empty parking lot, the Fairport-Perinton community will have the ability to purchase local, farm fresh fruits and vegetables right here. The Good Food Collective handles all of the registration and distribution.

- The annual Pedometer Walking Challenge began Monday, April 21. Sixty three employees and spouses have signed up to help the Town of Perinton remain the reigning champions of the Finger Lakes Municipal Health Insurance Trust Consortium. The Town of Perinton employee who logs the most steps at the end of the challenge will win a \$50 Visa gift card.
- Over 50 Town employees are participating in Fruit and Veggie Bingo. This fun four-week challenge has proved to be a great success. Many participants have commented that they have tried a fruit or vegetable that they would never have tried. At the end of Week 4, one lucky participant will win a \$50 gift card to Wegmans.
- Many staff members will attend a CPR/AED training this Friday, April 25.
- A Retirement Party will be held for Assistant Recreation Director Debbie Ellis on Wednesday, April 30 at Whitebrook Nature Area.
- Since installing our water filling station in the cardio-area on March 28, we have had over 1,000 bottles filled. The machine keeps track.

MARKETING - The Summer 2014 brochure will be mailed this Friday, April 25. Registration begins Monday, May 5 for residents and Monday, May 12 for non-residents.

MARKETING REPORT (Enclosed)

MASTER PLAN UPDATE INFORMATION

Commissioner Myers reported that the department's current 5 Year Comprehensive Park and Open Space Master Plan was adopted in 2009, making it necessary for us to update the plan in 2014. Trowbridge and Wolf Landscape Architects developed the 2009 Plan as a "working document", able to be updated as necessary.

Commissioner Myers provided the following list as tasks necessary to accomplish as part of the update process:

1. Status updates for each facility (park and open space).
2. Listing of additional properties that the department now manages.
3. Updates to Town Codes listing.
4. Updates to statistics and demographics.
5. Updates to national and state standards.
6. Brainstorming session to identify new trends, fads, programs and facilities.
7. Determine if update will be accomplished "in-house" or a consultant is hired.

Board Chair Chesonis inquired as to the urgency of completion, asking if we were in jeopardy of losing any potential grant funding if the current plan is expired. Commissioner Myers assured that the plan is still valid through the end of 2014.

Board member Schaeffer inquired whether we would go back to Trowbridge and Wolf as a consultant. Commissioner Myers replied that if we pursued a consultant, we would explore several options. Board member Donahue suggested Maxian & Horst, which has a local office in Pittsford.

Board Chair Chesonis asked if there was a possibility of contracting with a college class at SUNY Brockport, and making this a sort of class project. Commissioner Myers replied that he has a contact at SUNY Brockport, and that he believes they have done the same type of project for another municipality in the past.

Board member Donahue recommended that Board member Schaeffer be included in any Master Plan Update Committee.

AROUND THE TABLE

Board member Schaeffer inquired of the timetable for the permit for a trail connection between Spring Lake Park, and Channing Philbrick Park, in Penfield. This trail connection would parallel Irondequoit Creek. Commissioner Myers did not know the timetable, and will inquire with Eric Williams of DPW on the status.

Board member Schaeffer also reported that at the April 13th Trail Hike, there were 91 hikers present, including Perinton Town Supervisor Barker, and Victor Town Supervisor Marron.

Board Chair Chesonis regrettably reported the sudden passing of community member John Scarpelli. Mr. Scarpelli has been heavily involved with Fairport Youth Baseball for years, and his kids have been participants of our recreation classes for years. Perinton Recreation and Parks would like to express our sincere and deep condolences to the family and friends of Mr. Scarpelli.

There being no further business, the meeting was adjourned at 7:52pm. The next Advisory Board meeting will be held on **Thursday, May 22, 2014 at 7:00pm at the Perinton Community Center in Room 211.**

Respectfully submitted,

Jeffrey D. Myers, CPRP
Commissioner of Recreation and Parks