

**PERINTON RECREATION & PARKS DEPARTMENT**  
**ADVISORY BOARD MEETING MINUTES**  
**Thursday, August 28, 2014**

**PRESENT:** Chair Al Chesonis, Advisory Board Members Mike Coppola, Cheryl Hanzlik, Dave Schaeffer, Director of Recreation Diane Riesenberger and Director of Parks Stacey Estrich.

**MINUTES:** Motion to approve the July 24, 2014 minutes by Board member, Dave Schaeffer seconded by Board member, Cheryl Hanzlik; minutes approved.

**COMMISSIONER MYERS' REPORT**

**RECTRAC UPGRADE**

Our Rectrac operating software was upgraded to version 10.3w on August 26. The upgrade includes many improved features that will make processing and report generating much easier. The webtrac portion has also been upgraded, making it much more user-friendly. A training session with Vermont Systems (parent company) was conducted Tuesday afternoon.

**FINANCIAL UPDATE**

The Deposit to Supervisor for the month of August was \$188,517.85. This amount was \$10,848.79 higher than the August, 2013 deposit. That elevated us to a total of \$78,308.31 more revenue to date, 2014, than the same time frame last year.

**DEPARTMENT STAFFING TRANSITION**

The department transition process is almost complete. At last evenings town board meeting, the appointment of two new Recreation Leaders was approved. Joining our staff will be Diana Weber and Tom Winslow.

Diana Weber is currently a member of our part time staff. She has worked for our summer playground and afterschool fun zone programs. She has done some coaching and officiating, and has served as a Youth Wellness Coordinator. She also has experience in developing, managing and enhancing social media accounts. She holds a bachelor's degree from Binghamton University, with dual majors in mathematics and psychology, and a minor in health and wellness studies. She will work the Monday – Friday, 9:00am to 5:00pm schedule.

Tom Winslow comes to us with a bachelor's degree in Sports Management from St. John Fisher College, and a Master's degree in Physical Education with a teaching certificate from Canisius College. He has experience in substitute teaching and athletic field and court construction and preparation. He held several different positions in sports team management offices and worked in the recreation division of Auburn Correctional Facility. He is currently working in sales and service for a sports equipment and apparel retailer. Tom will work the Monday thru Thursday evening shift, 2:15pm to 10:15pm, and Friday, 10:00am to 6:00pm.

Diana and Tom will start their orientation with the department on Tuesday, September 2<sup>nd</sup>.

**YEARLY PCC SHUTDOWN**

The community center is currently in shut-down mode for our annual cleaning and renovation period. Walls are being freshly painted, floors completely stripped and re-waxed, trash receptacles, tables and chairs power-washed and carpets shampooed. In addition, new pickleball lines have been added to the gymnasium floor, and the surface was stripped and refinished as well. We will be ready for a full, reopening right after Labor Day.

## **DIRECTOR REISENBERGER'S REPORT**

### **RECTRAC**

Fall 2014 registration is currently at \$132,047.

Fall 2013 registration at this time \$110,716.

There are 2,001 participants enrolled in 395 classes.

Summer 2014 registration is \$299,306.

Summer 2013 registration at this time \$282,880.

### **FACILITY USAGE**

August totals as of August 26: 24 reservations for a total of \$4,484.

2014 Year to Date: 288 reservations for a total income of \$45,693.

2013 Year to Date: 293 reservations for a total income of \$37,255.

### **PROGRAM REVIEWS**

#### **CENTER STAGE**

We have struggled with weather the majority of the season. Two concerts were cancelled due to inclement weather. Many Sundays have had threatening weather throughout the day. Despite these issues, the series has been going well with positive feedback from attendees. The only concert remaining is the September 7 "Salute to America" concert featuring the Perinton Concert Band and Fairport Fire Department Band.

#### **Estimated Attendance:**

7/27 Orient Express – 2,500 (rave reviews)

8/3 Ruby Shooz (cancelled due to weather)

8/10 Pan Loco/RPO Marimba Band – 1,500

8/17 Bobby Henrie & the Goners/Ghost Riders – 1,200

8/24 Greater Rochester Jazz Orchestra – 1,200

#### **GAZEBO CONCERT SERIES**

We have had excellent weather at this year's concerts. We did not have to cancel any concerts and almost every evening was sunny. This has been a wonderful season for this program.

7/24 Dady Brothers – 590

7/31 Traveling Cabaret – 425

8/7 Fairport Fire Department Band – 500

#### **OUTDOOR MOVIES**

The first of our Outdoor Movies at the Amphitheater "The Lego Movie" was held on Wednesday, August 6. The weather was perfect and over 600 people were in attendance. Kettle corn, small bags of snacks and water were sold with proceeds going to the Perinton Pride Fund. Our mascot Peri was there before the show dancing with the children. We received great reviews about the event, sound and video quality. Special thanks to MVP Health Care and Suburban Driving School who purchased marketing time on the screen prior to the start of both of our movies. The "Annie" movie scheduled for Wednesday, August 20 was cancelled due to inclement weather. A rain date was in place for Wednesday, August 27. This movie was sponsored by Drama Kids International. The weather cooperated and there were approximately 200 in attendance. There was a parade of cast look alikes from the audience prior to the start with Peri dressed as Daddy Warbucks.

#### **PERINTON YOUTH TRIATHLON**

This event was another great success. One hundred and four athletes participated, up 20 from last year. We received great feedback. Matt Steffen is now assembling a Triathlon Volunteer Committee to help with the planning of future events, since it is becoming a larger, well-known race in the area.

### **COMMUNITY YARD SALE**

The third annual Community Yard Sale was held on Saturday, August 16. It was extremely well attended and went very smoothly. The weather cooperated and the cooler temperatures seemed to help draw in a crowd of avid shoppers. People were stopping by the Information Tent asking if they could sign up to be a vendor next year. We are considering adding a monthly sale next year from May to September, 2015. We would also like to add a vending truck for breakfast and one at lunchtime. Baby items seemed to be the hot ticket item.

### **SUMMER PLAYGROUNDS**

This was another successful year for the Summer Playground program. We had a very large staff turnover, including 4 long time staff members, who left during the program to pursue full time teaching positions out of state. Despite the turnover, the staff did a great job coordinating and overseeing fun, safe activities for children. Our registration numbers have increased over the past few years. The Steve Falcone Memorial Carnival, held on August 6, was a great day for all. Supervisor Mike Barker helped with the barbeque lunch and over \$500 was donated to the Bright Eyes Foundation.

### **SKILL DEVELOPMENT CAMPS**

Girl's Lacrosse and Multi Sport camps and Tennis instruction through FAST have wrapped up and gone very well. It should be noted, that after the US Sports Institute instructors didn't feel they had enough to run the program and cancelled a couple of weeks before the start of the program, Marcie Callan at FAST stepped in and successfully ran the program for 22 participants. In total, we registered 354 participants in 11 various summer sports skill camps.

### **LEAGUES**

Summer Softball is nearing an end, and although the rain caused some scheduling havoc, we had a gross revenue result of \$13,000. Men's fall league was slated to begin August 21 but was rained out. The final spring/summer Women's Softball game that has been rained out several times now, is scheduled for August 27.

### **AQUATICS**

July attendance was the highest ever. This is due to increased programming, splash parties and outside groups. We had a variety of outside groups visit. Doodlebugs Day Care centers came weekly from three different sites around the area. We also had great weather for indoor swimming this summer. One week of Fitness Pool Camp and two weeks of Pool Camp were offered and had max participation. Water aerobics had another good season and instructors are looking forward to the fall. Swim lessons will begin again on Tuesday, September 2. Splash parties picked up at the end of August and Laura Silins has been busy taking calls for fall.

Friday nights – 5 parties (\$805)

Saturdays – 14 parties (\$2,250)

Sundays – 6 parties (\$1,000)

### **TEEN CENTER**

On Wednesday, August 20 a group of teens in grades 6-9 participated in the Teen Center's Summer Splash offered at the PCC. The participants enjoyed an hour and a half of swimming, the rock climb, pool basketball and then enjoyed pizza. Fall preparation is well underway getting the Teen Center staffed and organized for the upcoming program season. Special thanks to the Parks Department for the beautiful new lights installed and glistening floors. Everything was put back in place on Friday, August 22. Excitement about the Teen Center was drummed up at the Welcome Party for incoming sixth graders in June. There will be a Welcome Back Open House on Saturday, September 13.

All openings for the Detours Afterschool program have been filled with a waiting list.

### **Julie's Departure**

"To the Perinton Recreation and Parks Advisory Board,  
It is with mixed feelings that I leave the Teen Program Coordinator position that I have loved so much for close to the past nine years. Please accept my extreme gratitude for allowing me to work side by side with my amazing supervisor, mentor and friend, Diane. Together, we have dedicated ourselves to making the necessary changes to turn the Teen Center into an extremely safe venue for our Fairport-Perinton teens to attend a wide variety of programming. Thank you also to Jayne LaFay for all the time and support she has given to the Unplugged program over the years. It goes without saying how much I will miss working with everyone at Perinton Recreation and Parks as I transition into my new position with the American Cancer Society. Best wishes always, Julie"

Julie and I have been working with Lou Zambelli, who has taken over the challenge of the Teen Center, getting everything ready for opening Detours on September 2. We will miss Julie immensely and thank her for all her hard work and dedication on behalf of our teens.

### **55+**

On Tuesday, August 5 Don Hall held a lecture on the "Missing Mansions of East Avenue". We had a wonderful turnout and people who grew up in the area remembered the homes and shared their stories. The Beach Party Dinner Dance was held on August 12. The band Musique played and a great time was had by all. We will now hold dances every other month. Our Breakfast on the Deck had a full house on Thursday, August 21. Beginning in September, we will be serving Breakfast on the Deck once a month. The Retired Men's Club held their annual picnic on Tuesday, August 19 at White Brook Nature Area. They enjoyed hot dogs, sausage and hamburgers with salads and dessert. The Open Card Night on Tuesdays and Thursdays continues to do well. The 55+ Center was painted and carpets were cleaned during shutdown.

### **DEPARTMENT NEWS**

We are very excited to have our new hires, Diana Weber and Tom Winslow, join our staff on September 2. We are confident and excited about the fresh ideas and energy they bring. They will be very welcomed additions to our team. Special thanks are extended to the Recreation staff who has continued to carry out programs and special events with the departure of our 2 full time staff members this past spring. It has been a very busy summer!

We completed our Rec Trac/Web Trac upgrade on August 26. This update has new features for us to use internally. The most noticeable difference will be our Splash Page for Web Trac. This will look much cleaner and be easier to navigate than our previous Web Trac page. This has been a wonderful goal achieved, and hopefully, will attract more users. Special thanks to Jim Donahue for all his help and support.

Areas of the PCC are closed for maintenance and repairs. The pool, locker rooms, fitness and cardio areas, aerobics room, as well as the gymnasium and track are being thoroughly cleaned; and many areas are being power washed and painted. Property Maintenance Specialists vacuumed all the pipes and outer exterior duct work in all three locker rooms. New blinds were installed in Room 208B. All rooms are getting cleaned and floors waxed in anticipation of opening on Tuesday, September 2.

### **MARKETING REPORT** Enclosed

**E-NEWSLETTER** The E-Newsletter will be e-mailed to 1,421 requests on Tuesday, September 2.

## **DIRECTOR ESTRICH'S REPORT**

### **STATUS OF PARK PROJECTS AND OPERATIONS**

#### **Equipment purchases**

For 2014, a minivan, fuel pickup truck and utility vehicle are scheduled for purchases. To date, the minivan and pickup truck for the Shop Technician have arrived. The utility vehicle is out for bid and hopefully being presented at the September 10 Town Board meeting for approval. The Park and Recreation fleet purchase schedule is examined biannually to make the necessary adjustments for unforeseen repairs, maintenance and purchases. Several vehicles, small equipment and recreation items will be auctioned October 3-4 at the Paul Road Monroe County Public Works Building.

#### **Playgrounds**

The Town owns and maintains 8 locations with playgrounds. The Town has five 2-5 age units, seven 5-12 age units and 6 swing bays. In the 2014 season, we have had no major injuries and no major repairs. All maintenance has been performed during bi-monthly inspections, including tightening of chains and S-hooks, replacing swing belts and adult seats, eliminating graffiti and litter pick up. In August, we finished the last stage of updating all existing playground to 2012 ADA standards. The Perinton Park third swing bay was the last section for safety surface (Goal 2014). All playgrounds have connecting sidewalks and safety surface with the exception of Egypt Park (future new install).

#### **Major Upgrades**

The Lion's Den building received all new lighting to meet today's energy efficient standards. The new lighting addition cost about \$8,200.00 in materials and installation, and was completed by Park staff. The Lion's Den has received a detailed cleaning on windows, bathroom floors, and sanding and staining the stairway handrail (Goal 2014).

The 2013/2014 Community Development Block Grant for a new ADA sidewalk at Egypt Park is underway. Trees were recently removed and cleared behind the backstop. The new sidewalk will start in the northwest corner (shelter) and head north towards the backstop. The annual Barktober Fest fundraiser for The Humane Society is September 27/28. Discussions will begin in October to address a new playground and dog park construction. All design plans are in place with special recreation funds available for portions of the project 2014/2015.

The Town Board approved on Wednesday, August 13 the purchase of new fitness trail equipment for Fellows Road Park. The existing fitness stations will be repaired, repainted to match the new color pallet, and new signage installed. In addition, 4 new fitness stations will be installed for a total of 11 exercise stations. This is an upgrade of \$26,438.15 to Fellows Road Park from the Special Recreation Budget. All installation and repair work will be completed by Park staff (Goal 2014). Fellows Road Park has also received two new water hydrants (fountain) and a new section of pipe behind softball field #2.

#### **Athletic Fields**

The 2014 season has proven once again to have its challenges. An excessive amount of rainfall has caused many field cancellations. The softball season is running long into summer months and credit fees given back to teams due to the abundance of rain outs. The good news is our staff still out performs other Town's in field preparations and field openings. We have fit in as many games as possible in one night to catch up. The installation of irrigation on soccer fields at Center Park is on hold due to the fact we currently don't need it (Goal 2014- on hold). In all, softball and soccer fields are in excellent shape. As mentioned in July, we turned over more private sport camps than ever before. Kickball has been played on soccer fields in spring, summer and fall months with hopes of expanding into a youth league next spring. Turf maintenance has been more than normal due to a high demand of mowing. Fields were fertilized in August and are expecting herbicide treatment shortly. All large soccer fields are being moved to offset high traffic

areas. The fall sport season kicks off next week with football and soccer returning. Permanent bases were a new spring addition for all seven softball fields (Goal 2014). This has been a wonderful improvement for ease of set up and tear down each evening (night guard shift). We are still looking at adding player safety fencing along foul lines this fall (Goal 2014). The cross country season has started with runners from all over jogging across Center Park. The trails have been sprayed, inspected and clear of debris and rain wash outs. On an administrative level, it has been difficult coordinating teams, especially with rain outs. Stephany Bowley and Jeff Ackerman have worked great together to make it work for all teams. A summary is enclosed to give an overall assessment of team use and revenues.

### **Employees**

Most college staff will have ended summer work as of Friday 8/29. To date we have lost 8 summer staff. One will remain as part time to assist with mowing and buildings needs. We are also hiring a part time staff member for mowing support. Unfortunately, we have lost one of our night guard staff (8/31 last day) due to a family member health emergency. We send him and his family many prayers.

Jurij Kushner, Community Garden Coordinator, has done an outstanding job this season. We recently received a letter from Food Link informing us of July food resources. In July, we donated 67 pounds of fresh produce. Our first growing year, we donated 45 pounds for the season. What a remarkable difference a few growing years has made, and the difference the Perinton Garden Community is making to lives in the Greater Rochester Area.

### **Intern**

A.J. Van Scott has been with us all summer. AJ's special project was streamlining the event procedure for fundraisers and special events held on Town property. His project is in the final phases being presented to Jeff Myers, Diane Riesenberger and Jeff Nutting for review. AJ is a Sports Management major from St. John Fisher. He has an interview today at The Town of Chili for a recreation position. AJ will remain with us in a part time role through the fall. We wish him the best of luck as he searches for full time employment.

### **AROUND THE TABLE**

Director Estrich is training for the Rochester Marathon scheduled to take place in September.

Dave Schaeffer informed the board of a 17 lot sub division under way on the south side of Pebble Hill Road east of the Trolley Bed Trail.

Cheryl Hanzlik commented on how many new and interesting programs are presented in the fall brochure.....a great job by the Rec and Parks staff! Dave Schaeffer offered information to Director Riesenberger on programming for the 55+ Center regarding the Geneseo Air Museum/Return to Normandy/Whiskey Seven.

Chair Chesonis asked if groups were allowed to advertise in our brochure. Typically, groups holding programs in our facility or on our fields providing revenue to us from their participants may be included in our brochure.

When Chair Chesonis inquired about the Town Policy regarding memorials, Director Estrich explained that we presently work with individuals who are interested in creating a memorial in our parks in honor of a loved one. Dedicated benches have been placed, and trees have been planted; all marked with plaques for this purpose. In conjunction with the memorial inquiry, the question was raised as to who owns the trails in the Town of Perinton; and if a trail can be named in memory of an individual? The location of the trails will dictate ownership. The various trails fall under the jurisdiction of the Town, County and/or State, often times with easements from resident property owners. Further investigation into trail memorials is required. Adding memorial request information to the web site is under consideration.

There being no further business, the meeting was adjourned at 8:00pm. The next Advisory Board meeting will be held on **Thursday, September 25, 2014 at 7:00pm at the Perinton Community Center in Room 211.**

Respectfully submitted,

Stephanie C. Kayser  
Secretary