

PERINTON RECREATION & PARKS DEPARTMENT
ADVISORY BOARD MEETING MINUTES
January 2, 2014 (December 2013 Business)

PRESENT: Chair Al Chesonis, Advisory Board Members Mike Coppola, Jim Donahue, Paul Fioravanti, Cheryl Hanzlik, 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 December 5, 2013 (November 2013 Business) minutes by Board member Jayne LaFay, seconded by Board member Paul Fioravanti; minutes approved.

COMMISSIONER MYERS' REPORT

PEDESTRIAN AND BICYCLE MASTER PLAN COMMITTEE

The town is assembling a committee of interested parties to serve in an advisory capacity on a Pedestrian and Bicycle Master Plan. The Department of Public Works is the lead department for this committee, and Eric Williams is serving as the Project Manager.

YEAR END BUDGET UPDATE

Although the year end expenses for 2013 have yet to be finalized, it appears that our revenue lines show an overall increase from 2012, by an estimated \$73,069.72. I am including a Revenue Listings Comparison Report for our major revenue lines, from 2010 through 2013.

SPECIAL RECREATION YEAR END FUND TRANSFER

As part of the Year-End Fund Transfers that occur this time of year, the Special Recreation Fund received an increase of \$65,000, taking the current balance to \$644,000.

DRAFT OF ADVISORY BOARD CALENDAR

Included in your packet tonight is the draft of the 2014 Advisory Board Calendar of Topics. If this schedule is acceptable to the board, it should be approved, with the understanding that adjustments to the calendar may be necessary through the course of the year. A motion to approve the 2014 Advisory Board Calendar of Topics was made by Board member Jim Donahue and seconded by Board member Paul Fioravanti; the calendar of topics was approved.

TOWN ORGANIZATIONAL MEETING

The Town Organizational Meeting was held at 5:30pm on January 2, 2014. All personnel appointments, committees, holidays, meeting dates, memberships and subscriptions and other items of business for 2014 were approved at this meeting.

EXCELLUS SILVER & FIT UPDATE

On Monday, December 30th, I received the signed contract from American Specialty Health to become an "In-Network" Facility for the Silver & Fit program. This means all Excellus members (65 and older) can purchase a pass to use our facility for \$25 for the year. Our staff will track each member's usage, and report at the end of the month, and receive reimbursement from American Specialty Health for their visits.

DIRECTOR ESTRICH'S REPORT

New Features

The Toro Sand Pro 5040 Groomer arrived for the 2014 athletic season. The new groomer is equipped with a leveling blade, nail drag, tooth rake, field edger with front hydraulics and steel drag mat system.

Operations

Winter arrived with a bang. Staff has been extremely busy with snow removal responsibilities. In addition to heavy snow falls, low temperatures are testing our water pipes. At Bushnell's Basin, a water seal broke, spraying mist in the supply room, turning it into an igloo. We have inspected all restroom and hallway heaters to try and avoid any more water pipe damage during these extreme cold temperatures.

The Village Ice Rink opened Friday December, 13. To date, we have closed the rink 3 out of 18 days due to rain and warm temperatures.

The Fellows Road Park building reopened Saturday, December 28 after 4 weeks of cleaning and maintenance. New features to this building include improved lighting, new floor color (rusted orange to cheerful beige) and a microwave was added. The room glows.

Jurij Kushner, garden coordinator has prepared the 2014 community garden event calendar. Garden seminars start January 21, followed by one in February and March. We have 19 beds (out of 88) remaining at this time.

During the month of December, annual employee evaluations were conducted. We are fired up and ready for the New Year to begin.

A 2013 park summary will be presented at the next meeting.

DIRECTOR RIESENBERGER'S REPORT

RECTRAC

Fall 2013 registration is \$197,779.00.

There are 3,352 participants enrolled in 401 classes.

Registration for winter programs begins today, January 2.

FACILITY USAGE

December totals: 14 reservations for a total of \$7,359.

2013 Year to Date: 415 reservations for a total income of \$71,923.00.

PROGRAM REVIEWS

BRUNCH WITH THE GRINCH

This annual fun, family event was held on Saturday, December 14 and was a great success. It was filled to capacity with 77 participants. Thirteen volunteers between the ages of 8 to 12 and a number of adults played Whos. After the brunch the Whos went across the hall to the Friends and Fun holiday party and entertained the participants. A grand time was had by all.

GAZEBO CONCERT SERIES

Josh Dillon met with Margaret Pilaroscia from the Fairport Public Library to begin planning the 2014 Gazebo Concert Series. An effort is being made to incorporate new music of all genres into the series along with the popular main stays. Initial calls to band leaders have been made and the new schedule will be unveiled after final confirmations. The partnership with the Fairport Public Library on this event continues to be great.

AQUATICS

Our Learn-to-Swim program saw a 20% increase in revenue from fall of 2012 (72 more participants). While revenue increased 20%, expenses increased due to the change in swim instructor pay, which began in winter 2013. This new rate has helped to improve the quality of the Learn –to-Swim program and help it grow. Splash parties for 2013 have come to an end. Revenue from the July-December parties total: Fridays nights, \$5,498, Saturdays, \$11,459 and Sundays, \$8,992. 2013 saw excellent growth in Aquatics, and we are continuing to push and grow for 2014.

TEEN CENTER

Teen Advisory Board members in grades 6-12 met on Monday, December 2 for their monthly meeting which was followed by their annual holiday party. The Saturday Activity Night program has been very well attended this fall averaging 30-40 participants per week. Four mentor volunteers in grades 9-12 regularly attend the program to act as positive role models for the younger students.

55+

The Birthday Bash on December 5 had 43 in attendance. The Holiday Ball, with Ernesto LaBella and the Moondance Band performing, had 80 in attendance on December 10. The Retired Men's Club Holiday Party was held on December 12. On Tuesday, December 17 the Queen's Christmas Tea was held. Entertainment was provided by Amy Walts playing the harp. On Thursday, December 19 we held the final Breakfast on the Deck for the year. Participants enjoyed the movie "Bishops Wife" after breakfast. The New Year's Eve brunch was held on December 31 with 38 in attendance. Special thanks to Barb Gill, our chef for all her hard work and wonderful meals during all of these events.

DEPARTMENT NEWS

Congratulations to Head Guard Matt Steffen and his wife Rachel on the birth of their new son, William Matthew born on December 12. "Will" weighed 9 lbs. 15 oz. and was 21 ½ inches long.

Winter brochures were mailed to all Perinton residents on Thursday, December 12.

The Men's Locker Room was closed for repair December 10-12. Martens Corporation re-pitched an area on the locker room floor that lead to water build up. Patrons were re-directed to the Family Locker Room during this time. A fan was installed in the Men's Locker Room during this closing to help with ventilation and air flow. This fan will act as a pilot to see if a similar install will improve ventilation and air flow in the other locker rooms.

We took the opportunity between fall and winter classes to revitalize several rooms. The new floor cleaner has been a wonderful purchase. We now have the gym, aerobics room and observation deck on a regimented cleaning schedule which includes routinely power scrubbing the floors.

Staff reviews were held and time was spent focusing on goals and plans for the New Year.

The Western New York Regional Parks and Recreation Conference will be held here at the Perinton Community Center on Thursday, February 13. This one day event provides area professionals and students the opportunity to network, earn CEU's and learn about new trends in the field.

E –NEWSLETTER

The E-Newsletter has gone through a redesign. The new document will incorporate two pages with the first page including "stories" and the second page a listing of events. It will be sent out on January 6. We wanted people to notice it more once everything settled after the New Year. After this month we will return to mailing it the last week of each month.

MARKETING REPORT - Enclosed.

Special thanks to the Perinton Recreation and Parks Advisory Board for your guidance and direction this past year. We value your input and thank you for letting us be creative and innovative trying new things. The Recreation staff wishes you a healthy, joyous 2014.

STAFF DEVELOPMENT/EVALUATIONS

The topic of staff development and evaluations was briefly discussed. The Recreation and Parks Department Budget does have a training line item for conferences, etc. Though the Town does not require evaluations; if there is a performance issue, protocol is in place to address these matters.

2014 GOALS

The draft of 2014 Goals was presented to the Advisory Board. Chair Chesonis requested board members review the draft and send any recommendations/updates to Commissioner Myers. The amended draft goals will be presented to the board for approval at the January 23 (January 2014 Business) meeting.

There being no further business, the meeting was adjourned at 8:24pm . The next Advisory Board meeting will be held on **Thursday, January 23, 2014 at 7:00pm at the Perinton Community Center in Room 211.**

Respectfully submitted,

Stephanie C. Kayser
Secretary