

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

PRESENT: Vice Chair Mike Coppola, Jim Donahue, Paul Fioravanti, Cheryl Hanzlik, Jayne LaFay, Dave Schaeffer, Commissioner of Recreation and Parks Jeff Myers, and Director of Recreation Diane Riesenberger.

MINUTES: Motion to approve the minutes by Board member Dave Schaeffer, seconded by Board member Cheryl Hanzlik, minutes approved.

COMMISSIONER MYERS' REPORT

RECREATION LEADER SEARCH UPDATE

The state of New York Civil Service Commission did not compile the results of the May exams, so the results and eligible lists have not yet been released. We are in a holding pattern until the exam results are released. We are currently covering the shifts with several part time staff members. The rest of the full time staff are all doing great work completing their own tasks, in addition to the tasks that Josh had. It has been an extremely successful team effort by all.

TOWN STAFF PARTICIPATION IN JP MORGAN CHASE CORPORATE CHALLENGE

On Thursday, May 29, 24 members of the town staff participated in the JP Morgan Chase Corporate Challenge at the RIT campus. Our team captain was Stacey Estrich, and she did a fantastic job rallying the troops and preparing for the event. We also used this event as a final farewell to Josh Dillon, as it was his last day on the job. Thank you to all who participated, as well as the support staff that assisted with various tasks. It truly turned out to be a team building event.

FINANCIAL UPDATE

The Deposit to Supervisor for the month of May was \$169,477.55. This amount was \$31,525.75 higher than the May, 2013 deposit. That elevated us to a total of \$25,941.82 more revenue to date, 2014, than the same time frame last year.

The Deposit to Supervisor for June, 2014 was \$147,601.66. This amount is \$15,743.69 above the June, 2013 deposit. Our year to date comparison is now \$41,685.51 more revenue than this time last year.

JULY 4th FESTIVITIES

The Fairport-Perinton Chamber of Commerce is making final preparations for the July 4th Parade and Party in the Park at Perinton Park. The town has agreed to piggy-back on the Chamber event by adding a couple of family-friendly attractions. In addition to what the Chamber has arranged, we will also have a kiddie train and rock climbing wall on site for people to try.

MEETING WITH FAIRPORT SWIMMING REPRESENTATIVES

On Wednesday, June 11, Diane, Matt Steffen and I met with Marci Callan, and some of FAST's coaches about potential collaborations between the town and FAST. We will look at options and determine what works best for our participants and the department.

O'CONNOR ROAD REALIGNMENT PROJECT

The old section of O'Connor Road between Fairport Road (31F) and the northern-most entrance to the lower parking lot of the park has been closed, demolished, and planted with grass seed. Other than a couple of traffic signs and cones, you wouldn't even know a road used to cross there. The new section of O'Connor Road, which will intersect with Fairport Road at the Jefferson Avenue traffic light, is in final stages of construction. The asphalt has been laid, new traffic signal towers have been erected, and the roadway will be painted very soon. The new section of the road will be open in time for the July 4th parade.

DIRECTOR ESTRICH'S REPORT – Presented in typed format.

NEW FEATURES

Boy Scout, James Homan of Fairport Troop 325 completed his Eagle Scout project. The project was building two picnic tables, installing a sandbox and repainting the garden shed. We are pleased to see these new attractions to the Community Garden.

In addition, a local Girl Scout Troop volunteered their time to replant missing plants to the Butterfly Garden at Fellows Road Park. Ten girl scouts and parents joined Stacey on Saturday, June 7.

Saturday, June 21 was the 4th Annual Roc and Rec Perinton Parks Tournament. Over \$800.00 was raised in sponsorship funds to help grow the event. A record ten teams registered with great playable weather. Hopefully, we will soon learn the total amount raised for the Parks Department field improvements.

OPERATIONS

The Parks staff is in full swing, staying on top of mowing, trimming, supporting programs, fields and repairs while adding additional projects. Most of June involves Perinton Park and Center Park West park preparations for July 4th and the Center Stage concert opener. Staff has been hustling to beautify the gardens, paint, install a Memorial bench, and prepare for the Recreation and Parks Department parade float.

June is a busy time to prepare for Recreation programs as well. Staff has been busy delivering supplies for playgrounds, Gazebo, Fishing Derby, Center Stage and Lion's Den building transformation. Park crews have been adding more playground mulch to all parks and sand to sandboxes. Lines for pickleball and foursquare are painted. Many of the parks have in-house built grills (by Dillon) replacing older wearing grill elements.

Staff has been super busy and extremely pleased with the work ethic and turnover of projects. Turf and field equipment is holding strong with few repairs.

DIRECTOR RIESENBERGER'S REPORT

RECTRAC

Summer 2014 registration is currently at \$249,133.00.
There are 2,664 participants enrolled in 432 classes.
Summer 2013 registration at this time last year \$247,409.00.

FACILITY USAGE

June totals as of June 20: 14 reservations for a total of \$3,264.00.
2014 Year to Date: 224 reservations for a total of \$33,284.00.

PROGRAM REVIEWS

CENTER STAGE

The 2014 Center Stage season kicks off on Sunday, July 6. We are looking forward to a great summer.

Upcoming July concerts:

7/6 Paulsen & Baker Band
7/13 Northside Johnny
7/20 Fred Costello & Roger Eckers Jazz 4
7/27 Orient Express

GAZEBO CONCERT SERIES

The 2014 series began on Thursday, June 5 with the Perinton Concert Band. We have completed three concerts, all with beautiful weather.

6/5 Perinton Concert Band – 175 in attendance
6/12 198th Army Band – 330 in attendance
6/19 Genesee Valley Orchestra and Chorus – 350 in attendance
6/26 New Horizons

Upcoming July concerts:

7/3 Artisan Jazz
7/10 Four on the Floor Jazz Ensemble
7/17 Spectra
7/24 Dady Brothers
7/31 Traveling Cabaret

13TH ANNUAL KIDS ALL AMERICAN FISHING DERBY

Another successful event was held on Saturday, June 7. Thirty six children, ages 7-15, enjoyed a morning of fishing, food and fun. The weather was perfect for catching fish. All participants received a goody bag filled with fishing supplies. In addition, fishing poles, tackle boxes and water bottles were raffled off as prizes.

This year's winners receiving awards:

Catch of the Day – Jacob Tonovitz

Boys Division - Nicholas Labash

Girls Division – Madelyn Thomas

Casting Contest (Ages 11-15) – (tied) Keegan Baker, Andrew Carr and Brandon Williams

Casting Contest (Ages 7-10) – Daniel Aurand

Special thanks once again to Gary Firlit and the Knights of Columbus for their wonderful support co-sponsoring this event every year.

STORYWALK “PLAYGROUND DAY!”

A new story “Playground Day!” by Jennifer J. Merz is up at Center Park. The story is about a young girl who packs her wagon with stuffed animals and heads off for a day at the park. Each page offers a friendly guessing game and the unique pleasures of a day spent at the playground. Starting point for Storywalk is near the shelter just off the parking lot. This event is co-sponsored by the Fairport Area Branch of the American Association of University Women.

FOURTH OF JULY FLOAT

The theme for our float this year is “Celebrating Ten Years of Aquatics”. We have purchased 2 banners for the float and will use our Aquatic Climbing Wall. Aquatic staff and lifeguards and playground program staff and participants will be walking behind blowing bubbles.

PASSPORT TO WELLNESS

The Passport to Wellness program began on June 1. We have issued approximately 100 passports to patrons thus far. This program was featured in a Democrat and Chronicle article last week.

SUMMER PLAYGROUNDS

Staff orientation for the 2014 Summer Playground program will be held June 25-27. All planning is completed, and we are looking forward to another fun summer. The program begins on Monday, June 30.

SKILL DEVELOPMENT CAMPS

Most camps do not begin until early to mid July but registration is going well. Boys Basketball and Girls Basketball are popular. Historically, Scott Forrest has had to cancel the younger girl's age group (grades 3-6) due to low enrollment. This year there are 20 in this group to date.

FITNESS AREA

Town Board approved the purchase of 2 new Precor treadmills for our cardio-area. They are scheduled to be here in July. One treadmill is a replacement and the additional one was requested by many patrons who used our new comment box. Our personal trainers continue to be busy with our package and hourly trainings. We have seen an increase of \$4,000 over last year to date.

2ND ANNUAL PERINTON YOUTH TRIATHLON

Sponsors for the Youth Triathlon being held on Saturday, August 9: Towpath (Main Sponsor), Fairport Area Swim Team, Victor Swim Club, Summit Federal Credit Union and System Management Planning. We are looking into the possibility of a family indoor triathlon for Thanksgiving morning to run alongside Turkey Jam.

AQUATICS

May total facility attendance was the highest ever. This is largely due to fully booked splash parties and increased participation in programming.

Year-to-Date (January-May 2014) – 36,301
(January-May 2013) – 35,926

All dads swam free on Father's Day, Sunday, June 15. Fifty two out of fifty three first session private lessons filled. As of right now, 18 out of 52 for the second session (starting end of July) are full. We expect them to reach capacity as the participants currently taking lessons sign up for the next session. We are offering 135 for fall 2014 up from 26 offered in the brochure last fall. Year-to-date private lesson revenue for 2014 is \$24,405. We are looking at ways to continue to expand these by training staff and finding more times to offer. It should be noted that winter and spring 2014 group lessons were at 862 (870 in 2013). Private lessons are not causing us to lose people from our group lessons. Head Guard Matt Steffen would like to thank Advisory Board Chairperson Al Chesonis for pushing him to find a format for private lessons that would work. On Tuesday, June 24 we begin summer hours and Open Swim will start at 12:00pm. The Water Aerobics summer session began on June 16. We have hired 4 new lifeguards in anticipation of a busy summer.

Splash Parties for June:

Friday nights – 5 parties (\$785)

Saturdays – 18 parties (\$2,610)

Sundays – 12 parties (\$1,970) (There were no parties held on Father's Day).

TEEN CENTER

On Wednesday, June 4 a group of teens finished planting the Shared Harvest garden bed. Six bands performed for the Sixth Annual Unplugged at the Amphitheater program in front of an audience of close to 90 people on Friday, June 13. There was a wide variety of music genres and original compositions. Unfortunately, there were anticipated rain showers so the program was moved inside the Perinton Community Center. Regardless, a great time was had by all. Several photos can be found on the Town of Perinton website. Another successful Detours program wrapped up for the school year on Friday, June 20. There have already been several requests by parents of current program participants to take advantage of the early registration process to have younger siblings join us for the 2014-15 school year. Teens returning in the fall will be thrilled to find a new Sony PS4 Play Station. A very generous anonymous donor gave this wonderful gift to the Teen Center for participants to enjoy.

55+

The month of June started off with a Father's Day Dinner Dance with Bob Neusatz performing on Tuesday, June 10. Grilled chicken and steak were served. Pictures from the event can be found on our Facebook page. On Tuesday, June 17 we had an Ancient Greece Lunch and Learn. Joseph Meli spoke on Greece and how our culture today owes many thanks to this country. There were 30 in attendance. The Birthday Bash on Wednesday, June 18 had 56 participants. Three of the guests celebrated their 90+ birthday this month. Eunice Skeates will celebrate her 96th birthday on June 30. Her Fairport home has been featured on historical walks in the past.

The Senior Chorus will be ending their traveling to nursing homes this month for the summer. They are meeting on Tuesday, June 24 for a pizza party.

DEPARTMENT NEWS

Amanda Maltzhan completed her three week practicum with our department on Tuesday, June 17. Amanda was willing and eager to learn and assisted with many different tasks.

We received a very supportive letter from resident Lesley Shakespeare-Brogan on Wednesday, June 18. Lesley expressed her gratitude to the staff of the Perinton Community /Aquatics Center for enriching the lives of her family over the past several years. (Letter enclosed).

Recreation/Aquatics staff is to be commended for taking on added responsibilities with the departure of Assistant Recreation Director, Debbie Ellis and Recreation Leader, Josh Dillon. We look forward to filling positions, hopefully, within the next two months. In the meantime, staff is working diligently to make sure programs, classes, camps and events are all running smoothly.

E-NEWSLETTER – The newsletter will be mailed to 1,285 requests on Friday, June 27.

MARKETING REPORT – Enclosed.

We are anticipating the first draft of the fall brochure back from the printer by Friday, June 27. Fall registration begins Monday, August 11.

JIM DONAHUE – TECHNOLOGY REPORT OVERVIEW

The first pc purchased for R & P was in 1982. The \$5,000 spent included a pc, Lotus 1-2-3 and Word Perfect V.1. The operating system was on one disk; user data on the other disk; 360 K per disk. We wrote the name of each file, created date and time, and all users signed in to use the pc. After one year, the Town Administration asked what they could purchase for \$10,000 - IT began. Today, there are over 100 pcs in three locations. Town Hall and DPW are linked by town owned and installed fiber, virtual server, storage area network, and imaging.

Rectrac was purchased about 20 years ago. We were early users of this software. It is not inexpensive, but the number of vendors in business this long is very limited. The software performs comprehensive program registration, facility scheduling, and point of sale.....all transactions are entered in Rectrac. The last major update was around 2006. A Rectrac upgrade is scheduled to take place during the August shutdown. Webtrac (online registration tied into Rectrac) needs a new interface to operate more effectively.

The overall Town system includes two Virtual Servers and SAN located at Town Hall and DPW locations. Redundancy in servers, switches, power supply, and offsite storage provides a safety network for the system. There is high speed fiber from Time Warner of 10 mbs up/down. Our own exchange mail server allows for remote mail access. The remote Virtual Private Network also allows access by Department Heads. Each Department has software specific to their needs.

With the recent installation of Google Analytics, website statistics for one month were 5,171 sessions, 3,413 users and 7,215 page views. R&P staff typically updates web photos, special events and pop-up messages. Currently, some features such as news and calendar are underutilized. An update to the website is in the pre-planning stage. In the future, the website will offer more social networking opportunities, mobile display and app, along with more staff involvement.

In his current position, Jim is the primary contact with Monroe County on any county software issues; and also the primary contact with Synergy, our full service tech company. He is also still supporting an IBM I Series mid range computer for the Finance Department. The spam filter is monitored seven day a week; usually checked and cleaned 3-4 times a day.

Per Dave Schaeffer, the Crescent Trail Association will be publishing a new updated Trail map. Jim Donahue encouraged Dave to contact Eric Williams of DPW for electronic data of Town streets, streams, roads and property lines when updating the trail map.

AROUND THE TABLE

Jayne commented on the demolition and construction underway at the Jefferson Avenue and Fairport Road intersection. It will be a welcome improvement when completed.

There being no further business, the meeting was adjourned at 7:53pm with a motion by Jim Donahue and seconded by Paul Fioravanti. The next Advisory Board meeting will be held on **Thursday, July 24, 2014 at 7:00pm at the Perinton Community Center in Room 211.**

Respectfully submitted,

Stephanie C. Kayser
Secretary