

PERINTON RECREATION & PARKS DEPARTMENT
ADVISORY BOARD MEETING MINUTES
March 27, 2014

PRESENT: Chair Al Chesonis, Advisory Board Members Mike Coppola, Jim Donahue, Paul Fioravanti, Cheryl Hanzlik, Jayne LaFay, 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 February 27, 2014 minutes by Board member Jim Donahue, seconded by Board member Cheryl Hanzlik, minutes approved with an abstention by Board member Dave Schaeffer.

COMMISSIONER MYERS' REPORT

LAWSUIT SETTLEMENT UPDATE

The department was informed on March 18 by the law firm representing the Town in the *Sancho vs. Town of Perinton* law suit that the suit has been settled with a favorable outcome for the town.

CIVIL SERVICE EXAM UPDATE

The Monroe County Civil Service Commission has agreed to administer two Promotional Exams for the Town of Perinton. Josh Dillon will take a Recreation Supervisor Promotional Exam, and Jeff Nutting will take an Assistant Recreation Director Promotional Exam. These specialized exams only allow candidates currently employed with the agency to take the exam. The list of eligible candidates is then produced based on their performance on the exam. These exams are scheduled for May 3, 2014.

FINANCIAL UPDATE

The deposit to the Supervisor for March was \$214,532.44. This amount is \$18,932.57 less than March of 2013, making our deposit to date, 2014 a total of \$6,381.10 below last year. The most significant difference between the March, 2013 and March, 2014 deposits is program revenue, which is showing a decrease of \$17,651.17. Recreation Director Riesenberger is looking into the significant decrease in revenue.

SUMMERFEST

The town is currently exploring a couple of options regarding Summerfest this year. One option may be to incorporate some of the events of Summerfest into another, pre-existing event earlier in the summer.

STATE RECREATION CONFERENCE

The New York State Recreation and Park Society conference wrapped up on Tuesday, March 25. Perinton was the envy of the conference because Supervisor Barker attended two of the days. The educational sessions were very good, and everyone got a lot out of them.

RECREATION LEADER RECRUITMENT

We now have 22 applicants for the Recreation Leader opening. Following the April 1 deadline for applicants, Director Riesenberger, Assistant Director Nutting and I will begin to evaluate the candidates and narrow the field for possible interviews.

DIRECTOR ESTRICH'S REPORT

NEW FEATURES

Jurij Kushner, Community Garden Coordinator, conducted the third and final winter garden lecture at the Lion's Den, Tuesday, March 18. Thirty-three were in attendance. The annual meeting of gardeners was March 19 at the Community Center with 50 in attendance.

OPERATIONS

The village ice skating rink closed March 11, 2014. It closed due to warmer temperatures on March 8-10 followed by the March winter storm on the 12-13.

Village Ice Rink Summary

Year	Start Date	End Date	Total Days	Actual Days Open	% Open
2008	N/A	3/9/2009	77(?)	63	82%
2009	12/12/2009	3/10/2010	89	81	91%
2010	12/10/2010	3/10/2011	91	81	89%
2011	12/30/2011	3/9/2012	69	54	78%
2012	12/28/2012	3/9/2013	74	61	82%
2013	12/13/2013	3/11/2014	89	74.5	84%
<u>Average</u>			<u>81.50</u> <u>days</u>	<u>69.00</u>	<u>84%</u>

Winterizing of park equipment is completed including DPW zero turn mower and Crescent Trail Association mowers and trimmers.

On Wednesday, March 26, Town Board approved the purchase of a new F250 pickup truck (Fuel Truck) and Dodge Caravan for Recreation. Town Board also approved a step increase for Robert Van Camp for completing of his 6 month probation period. Joe Briggs was also awarded a step increase for assisting in Jim Belaskas' absence and taking on new responsibilities.

Park staff has started the construction of the Community Garden cedar fence corners. We hope to have this installed once the weather warms up.

STAFF

The most difficult positions to fill are night guard and weekend. All positions are full with only 2 summer spots open. Staff starts returning on March 29, April 14 and May 1 depending on locations and duties.

Scott Allen and Stacey, along with multiple recreation staff, attended the NYSRPS Conference in Saratoga Springs. It was a wonderful experience and beautiful city. The park staff attended sessions; such as Parks and Recreation, A Noble Profession; Survived, Advanced and Here to Stay (how to overcome budget cuts and staff decreases); Staff to Management (Jeff Myers, presenter); Create your own Theme Park, Natural Play and Learning Environments; Work with Me! Forming Profitable Partnerships and Collaborations; Risk Management for Public Recreation Programs and Liability Legal Issues; Creating Good Flyer Design; What Makes a City Playful; and the Essential Components of a Community Dog Park. Handouts and materials are present for your review.

Jaime Baker and Robert Van Camp are attending an equipment demo at Wehner Equipment today specializing in small equipment.

Stacey extended her appreciation to the Park staff for a remarkable effort during the snow storm on March 12-13. They did an amazing job, both within their roles at Parks, and with the Department of Public Works crews.

DIRECTOR RIESENBERGER'S REPORT

RECREATION PROGRAMS

RECTRAC

Winter **2014** registration \$156,527.00

Winter **2013** registration at this time last year \$146,500.00.

Spring **2014** registration is currently at \$108,514.00.

There are 2,174 participants enrolled in 389 classes.

Registration started one week later this year.

Spring **2013** registration at this time last year \$113,965.00.

There were 2,372 participants enrolled in 344 classes.

FACILITY USAGE

March totals year to date: 39 reservations for a total of \$5,359.00.

Year to Date **2014**: 125 reservations for a total income of \$18,042.00.

Year to Date **2013**: 125 reservations for a total income of \$14,882.00.

PROGRAM REVIEWS

FATHER DAUGHTER SPORTS NIGHT

This event held on Friday, February 28 had 56 dads and daughters participating in craft making, gym activities and swimming. Pizza and beverages completed the night of fun.

2014 WINTER JAMBOREE

A great time was had by all who attended our first Winter Jamboree on Sunday, March 2. We had 234 in attendance enjoying classroom demonstrations, gym activities, arts and crafts creating all things winter and penguin themed, food, music and swimming. This event, sponsored by Yummies Yogurt, brought many new faces to the Perinton Community Center who had not registered for any programs in the past. Our new mascot "Peri" was introduced by Beck from 98.9 The Buzz (who broadcasted live from our lobby). Special appearances were also made by Spikes from the Rochester Red Wings and News 8 Meteorologist, John DiPasquale. Special thanks to Dinosaur BBQ who brought pulled pork slider samples for everyone to enjoy. Perinton Pizza also provided another great food choice. We were honored to have Supervisor Barker join us for a debriefing meeting on the event. A Winter Jamboree Debrief Report, submitted by lead organizer Matt Steffen, is enclosed for review.

BLARNEY BINGO

This annual program celebrating St. Patrick's Day was attended by 55 participants. Fun prizes, a surprise treasure chest and visits from "Peri" and the leprechaun were all part of the fun. Pizza, shamrock cookies and beverages were served.

MIGHTY MACHINE MANIA

This program will take place on April 26 from 10:00am-12noon. This is a family event with the opportunity for children to get a close look at large trucks and heavy equipment they see working around Perinton. Participating agencies include Perinton DPW, Perinton Parks, Fairport Municipal Commission, Fairport Police and Fire Departments, Perinton Volunteer Ambulance and Waste Management. "Peri" will make a visit wearing his construction worker vest and work boots. Registration is off to a great start with 87 people signed up to date.

SUMMER FAMILY CONCERT

ESL Federal Credit Union has signed on as a sponsor of this year's family concert. This event will take place on Wednesday, July 16 at 7pm. Face painting, ice cream vendor and other small activities will be included.

AMPHITHEATER RESERVATIONS

The following amphitheater reservations are booked or in progress:

5/31- 6/1	Relay for Life
6/6	Pittsford Student Council Benefit Concert for Jason DeJoy
6/15	Bethlehem Lutheran Church Service
7/26	Showcase of the Arts Dance Event
8/17	Church of the Assumption Outdoor Mass
8/29	Fairport Packers Pep Rally

SUMMER 2014 PLAYGROUND PROGRAM

Playground interviews are underway. All field trips and guests have been scheduled. We will now be charging outside vendors \$10 per site visit. This will lead to additional revenue of \$520 over the course of the summer.

AQUATICS

We are starting to book many outside groups (day cares, sports camps) for summer. Splash parties are continuing to go well. Friday evenings: 6 parties (\$970), Saturdays: 29 parties (\$4,805) and Sundays: 16 parties (\$2,711). Totals for the month of March to date: \$8,486. Pool attendance for Saturday, March 22 was 700. Aquatics programs and lessons continue to fill. We have a large home school group of 105 coming to swim this Friday, March 28. Water aerobics and swimming lessons finished last week and will begin again on Monday, March 31. Aquatic Story Time is scheduled for this Saturday, March 29 at the Fairport Public Library.

FITNESS

We continue to see a busy building, particularly in our fitness area. Our Advantage representative, Lou Greco, visited the PCC; and at our request, offered suggestions on placement and reconfiguration of the cardio area. We will be rotating some equipment, including our treadmills, based on mileage and usage. We hope to add two new Expresso bikes to our inventory in the near future. Our new water bottle filling station has been installed and has received favorable comments.

TEEN CENTER

Jimmie Eng, and a few friends from the Men's Senior Billiards Club, has offered to come into the Detours afterschool program to give billiards lessons once a week on Wednesdays. Teens and adults are gathered this evening to put together 100 friendship bags for the Bivona Child Advocacy Center. A very large amount of donations were collected at the Perinton Community Center from the community, as well as from the Power Club at Martha Brown and the Greatest Generation Reaches Out organization. Each bag contains a "hug card" made by the teens and a juice box and snack. They also contain various age appropriate activities customized to the age and gender of the recipient. Eight bands/solo artists are scheduled to perform tomorrow evening (3/28) at the Unplugged program. The series will culminate at the amphitheater stage on Friday, June 13 from 6:30-8:30pm. As a way to support the philanthropic spirit of our teens in the Fairport/Perinton community, a long list of Teen Center programs are being offered this spring to encourage the teens to give back.

55+

March is National Women's Month. With that in mind, we focused on the role that women played in our history. Eileen Hartmann, from the American Association of University Women, presented "Top Secret Rosie's" on March 18. Participants learned about the United States secret program that recruited female mathematicians to become "human computers". These women created ballistic tables that proved crucial to Allied success during WWII. Following the presentation, Geoff Clough and Cyndi Kingsley performed "The Women of Tin Pan Alley". It is a musical performance honoring the music of the 1920's. The Boland School of Irish dance entertained the crowd after the corned beef dinner on Tuesday, March 11. The movie of the month was "African Queen" on March 13. On Monday, March 17 Amy Walts played the Celtic harp while the lunch crowd ate corned beef Reuben's. On Tuesday, March 25 Joseph Meli was here discussing the

life of Teddy Roosevelt. It was a very educational program. Covered Wagon Tours took a group to Seneca Falls today to visit the National Women's Hall of Fame.

DEPARTMENT NEWS

A Maintenance/Fitness Attendant meeting was held on Thursday, March 6. Staff reviewed job expectations, procedures, schedules and supplies.

Transition planning and implementation is running very smoothly. Staff has been working together on learning their new roles in processes and procedures related to new job responsibilities.

We have purchased 2 new speakers for our PA system that is used for the Gazebo Concert Series, Unplugged and miscellaneous events throughout the year. The previous speakers were nearly 8 years old and one developed an intermittent power supply problem. At the cost to repair the old speaker, it made more sense to purchase new; and since the problem is sporadic, we can use the old pair of speakers as monitors for the performers. We were previously unable to accommodate this.

We have added 2 "Suggestions/Comments" boxes to the upper and lower level reception desks.

For the month of March, the Employee Wellness Committee put together an event called The Wellness Café. This was a low key lunch where each dish was prepared by a member of the Wellness Committee. The purpose of the event was to show co-workers that healthy food can be delicious and easy to prepare by adjusting recipes to make them healthier. Eighteen employees attended the event and each attendant received a light lunch and a recipe book. (Sample provided).

On Sunday, March 23-Tuesday, March 25; Jeff Nutting, Josh Dillon, Laura Silins, Rob Goodenow, Jeff Myers and Diane Riesenberger attended the New York State Recreation and Park Society Conference in Saratoga, New York. The staff met prior to the conference to discuss areas of interest and implement a plan to attend as many different sessions as we could cover. Staff listened to topics on Effective Interviewing, Inclusive Recreation, Preventing Bullying in Programs, Forming Profitable Partnerships, Organizing Your Office, Creating Good Flyer Design, Teen Scenes, Obesity Epidemic, Screening and Staff Management to name a few. On Friday, March 28 staff will discuss and share what they brought back to the team. We appreciate the opportunity to attend these conferences for valuable professional development.

MARKETING

A first proof of the summer brochure has been received and is under review. It will be mailed to Perinton residents on April 21.

E-NEWSLETTER (Enclosed)

The April newsletter was sent on March 21 to 1,265 people who had requested it. New this edition was a "Peri's Program Pick".

MARKETING REPORT (Enclosed)

ADDITIONAL ITEMS FOR TONIGHT'S MEETING **PARK BROCHURE UPDATE AND CRITIQUE**

Director Estrich distributed a handout of the first draft of a new Perinton Recreation and Parks Department flyer. It is an interactive brochure offering information on parks, trails and open spaces; including QR codes to links for the CTA trail map, Bushnell's Basin Dock and the Potter Park Community Garden. Board members were asked to offer feedback on the layout and content.

EGYPT PARK IMPROVEMENTS AND CONCEPTS

At Egypt Park, the construction of a dog park is the priority for 2014 and should proceed at a minimal financial impact to the department.

Director Estrich reminded all present that Egypt Park is the most used park by individuals requiring ADA accessibility; and therefore, must meet those standards with improvements as they are made. Improvements to the park such as a new playground, tennis courts or restrooms will require major funding. The possibility of a partnership with Lollypop Farm to raise funds is a consideration that the board supports and has advised Stacey to explore. Since these improvements will be so costly, it is recommended that an extension of the existing lease of the park to the Town also be considered during the planning phase.

O'CONNOR ROAD UPDATE AND EFFECTS ON PERINTON PARK

The O'Connor Road project has been stalled all winter, but a target date of June has been set for its completion. Fairport Electric has completed the removal of trees from Perinton Park, along with other underground work. As the weather improves, rejuvenation of these areas will get under way by parks staff.

AROUND THE TABLE

Jim Donahue reminded the board of the Bond Vote taking place on May 20 which will include the \$4.3 million budget for the renovation of the Fairport Library.

There being no further business, the meeting was adjourned at 8:34pm. The next Advisory Board meeting will be held on **Thursday, April 24, 2014 at 7:00pm at the Perinton Community Center in Room 211.**

Respectfully submitted,

Stephanie C. Kayser
Secretary