

PERINTON RECREATION & PARKS DEPARTMENT
ADVISORY BOARD MEETING MINUTES
April 25, 2013

PRESENT: Chair Al Chesonis, Advisory Board Members Mike Coppola, Paul Fioravanti, Cheryl Hanzlik, Jayne LaFay, Dave Schaeffer, Commissioner of Recreation and Parks Jeff Myers and Director of Parks Stacey Estrich.

GUEST: Jeff Nutting, Recreation Supervisor

MINUTES: Motion to approve the March 28, 2013 meeting minutes by board member Jayne LaFay, seconded by board member Dave Schaeffer; minutes approved.

COMMISSIONER MYERS' REPORT

AMPHITHEATRE TERRACE RENOVATION

Department of Public Works crews are in the process of stripping out the crushed stone terrace levels of the amphitheatre and boxing them out in preparation of pouring concrete sidewalks. Once completed, the three lower terraces will match the existing concrete terrace at the top.

FINANCIAL UPDATE

The deposit to the Supervisor for April was \$119,161.20. This amount is \$21,797.09 more than April of 2012, vaulting our deposit to date, 2013 a total of \$19,519.44 above last year. \$4,600 of the difference is Center Stage sponsorship receipts; however, there is also \$13,654 more in program registrations than April of 2012.

BUSHNELL'S BASIN DOCK PROJECT AWARD NOMINATION

On Monday, April 22nd, several members of the town staff, members of the Bushnell's Basin business community and members of the Erie Canalway National Heritage Corridor met at the Basin docks, and then at Public Works offices to discuss the Basin Waterfront and Dock project. This project is one of three finalists for the 2013 Erie Canalway Heritage Award of Excellence that is presented by the Corridor group in partnership with the National Park Service. I have printed the previous 4 brochures announcing the winners in 2011, 2010, 2009 and 2008 for your review.

EGYPT PARK UPDATE

We have been moving forward with the renovation of Egypt Park. Last autumn, we replaced the picnic shelter with a new one. We are now installing the electricity for the shelter (lighting and electrical outlets) and will be re-grading the grass area around the shelter. In addition, the area that will become the new dog park was cleared of trees by crews from DPW. Now that the trees have been removed, we can re-establish the turf. Funding for the dog park has yet to be acquired. Parks Director Estrich met with Humane Society CEO Alice Calabrese and Kathi Wright on April 12th to discuss fundraising.

SITE VISIT BY RUSSIAN DELEGATION

On Tuesday, April 16th, a delegation of 5 Russian visitors, along with their translator, visited the Perinton Community Center. Specific details regarding the delegation and their visit were sent to me from Paul Caccamise, of Lifespan. Here is what he told me.

Hi Jeff,

We are very grateful that the Town of Perinton and the Senior Center were willing to allow the delegation from Russia to visit. The group was a delegation from Rochester's sister city in Russia, Velikiy Novgorod. In all there were five members, all of whom work with older adults in Russia in some fashion or another. One is a teacher who volunteers teaching computer skills to elders; she also connects youth with older persons

in intergenerational activities. Two work in the "Social Security" office, a government agency that processes pension applications but also provides some social services. One member of the group is a police officer in a rural area. He does a lot to protect the rights and safety of older Russians who live in isolated villages. The fifth member is the deputy director of a residential facility for persons with mental health problems, dementia and developmental disabilities. They arrived on April 12 and left on Saturday, April 20.

The group was sponsored by the Open World program and Linkages, the Rochester Sister City Organization that sponsors the sister city relationship between Rochester and Novgorod. (Open World is a program of the Library of Congress that brings groups of young leaders from Russia, Ukraine, Moldova, Kazakhstan and other former Soviet Union countries to the US to learn about American democratic institutions, programs and about our way of life.) To be eligible for the Open World program, candidates have to be under 45 years of age, considered "emerging leaders in their field", and have never been to the US before.

Throughout the week they visited a number of agencies and programs related to care and services for older persons and their caregivers. That included Monroe County Office for the Aging, Lifespan, Fairport Baptist Home, Perinton Senior Center, Presbyterian Home Greenhouses, The SKIP Generation program, OASIS, Mt. Carmel House, City of Rochester (Deputy Mayor Redin), Alzheimer's Association, Greece Police Dept., Monroe Community Hospital, and Rep. Louise Slaughter's office. The visit to the senior center afforded them a chance to see an active senior center for older adults who live in the community to socialize, receive a hot nutritious meal and participate in activities. The staff was very welcoming and the turkey/dressing/mashed potato lunch was delicious! (How much more American can you get?)

Please thank the director, the staff and the volunteers for welcoming the group. We felt it was important for them to learn about the network of senior centers in Monroe County to get a comprehensive view of senior services in the region.

Linkages sponsors a Partnership for Elder Services with colleagues in Russia. The goal of the visit was for the group members to get ideas about elder care that they could then adapt in their programs at home to improve services for older adults in Novgorod. We will be following up with them to see whether any of the ideas they were exposed to here took hold.

Let me know if you need any more information.

Paul Caccamise

EMPLOYEE RECOGNITION BREAKFAST

On Friday, May 3rd, the Town will host its Thirteenth Annual Employee Recognition Breakfast. This event is designed to recognize staff members that have reached milestones in terms of years of service to the Town. Recognition begins at year 10, and employees are recognized in 5 year increments following the 10th year. This year, we will recognize Denis Gurnett for his 10 year with the town, and congratulations to Stephanie Kayser for her 15 years of service to the town.

SENIOR TRIP

On Wednesday, April 24th, 45 participants of our 55+ program embarked on a day trip to Seneca Niagara Casino. For a mere \$29, each person received round-trip deluxe motor coach transportation, \$25 in free slot play, and a \$5 food voucher.

SURPLUS PARKS AND FITNESS EQUIPMENT

The Town board declared several pieces of park equipment, including two Chevy Heavy Duty trucks, as well as 5 pieces of fitness equipment from the community center, as surplus equipment at their meeting last evening. They also authorized us to sell the equipment through auctions. The parks equipment will be sold at the Live Municipal Auction, conducted by Roy Teitsworth, Inc., on May 11th, in Palmyra. The fitness equipment will be sold via Internet Auction, hosted by the same organization, between May 7th and 14th. The internet auction was suggested to us, as it may yield a higher purchase price.

DIRECTOR RIESENBERGER'S REPORT (Presented by Jeff Nutting, Recreation Supervisor)

RECREATION PROGRAMS

RECTRAC

Spring 2013 registration total \$136,986.55

There are 2,837 participants enrolled in 332 classes.

FACILITY USAGE

April totals year to date – 38 reservations for a total of \$4,508.50.

Year to Date 2013 – 163 reservations for a total income of \$19,530.50

PROGRAM REVIEWS

2013 CENTER STAGE

Please see attached flyer. The updated schedule is now on the website and is interactive with links to bands and sponsor pages. We still have yet to confirm one last event sponsor. Jeff Nutting has contacted and met with numerous local companies with little success filling the final concert. We will continue our search but printing will begin soon. To date we are \$150 short in sponsorship income compared to 2012. From a Center Stage budget standpoint, we have seen net expenses drop every year since 2009 (\$18,859) to 2012 (\$13,745). This includes tent depreciation (\$5,000) and administrative salary overhead (\$6,500).

SPRING FITNESS FUN

The Schoolbreakers Spring Fitness Fun program was held April 1 – 5. This is a half day program for children in grades K-5 on spring recess. The primary focus was games in the gym and swimming. Participant numbers were excellent. The staff did a great job implementing new games and supervising the children. We also had 2 students from Fairport High School, volunteering their time for community service hours, assist during the week. The program ended with a net income of \$2,587.00. We will look into the possibility of offering a full day program next year.

SPRING STORY WALK

The next Story Walk, "The Dot" by Peter H. Reynolds, will begin on April 19 and continue through May 18, as part of National Kids to Parks Day. This Story Walk will be dedicated to Mary Wilkinson, a member of the Fairport Area branch of the American Association of University Women, who passed away in 2012. Mary took on this project in partnership with our department and made it the success it is today.

SUMMER PLAYGROUND PROGRAM – An in-depth report is attached.

LEAGUES

Youth Soccer and Adult Softball are in full organizational process. We have 219 enrolled in soccer and 30 teams in the various softball leagues. The softball meeting was held on April 15 with a target start date on May 2. The soccer meeting was held on April 22 with a target start date of April 29, weather permitting. We have submitted tennis grant application to the USTA and we are currently in the process of submitting two additional grant requests for court upgrades and a new Youth Tennis program at Egypt Park.

FITNESS AREA

Currently the Fitness Area is 100% functional. As expected, our service/repair costs have significantly decreased with the switch from G & G Fitness to Advantage Fitness. Our year to date expense on repairs is \$201.30, since most repairs/parts/labor have been under warranty with the new machines purchased.

AQUATICS

Revenue from Victor Swim Club for the month of March totaled \$870. Season totals (October 2012 –April 2013) \$4,695.00. We had 29 out of 37 splash parties filled for April (78% capacity). Spring break weekend had unfilled parties most likely due to people out of town. Swim total numbers for Monday – Friday of recess week 2,408, drop-in total 1,829. Last year (2012) swim totals were 2,174 with drop-in total 1,645. All year-round staff has been recertified in CPR/AED. Spring programming has begun and has gone smoothly thus far. A Winter 2013 Budget is included in this report. Things to note on the budget: each budget takes into account solely instructor costs and not lifeguard or operation costs, Just for Men is a new program aimed at water aerobics for older men (a pilot program we are slowly trying to build), Adult Fitness and Lifeguard class are taught by Matt Steffen (thus the large recovery of revenue), Discover SCUBA was a program but became a facility reservation, SCUBA Cert received no revenue, however, the company (Pisces School of Dive) paid for Matt Steffen's SCUBA certification. Bodies in Motion; Aqua is a Silver Sneakers program. We are not able to fully gauge the revenue from Silver Sneaker participants at this time. That revenue is not included in this budget.

Chair Chesonis suggested the Aquatics Budget Report be provided for each season and Commissioner Myers agreed. He will share this recommendation with Matt Steffen.

TEEN CENTER

On Wednesday, April 3, twenty-nine Perinton/Fairport teens and recreation staff spent the afternoon volunteering at the Foodlink facility on Mt. Read Boulevard. On Friday, April 12, approximately 80 teens and family members filled the Teen Center enjoying music from 7 bands and solo artists. The grand finale Unplugged will take place at the amphitheater on Friday, June 14 from 7-9pm. Teen Center Coordinator Julie Eble gave PowerPoint presentations to the parents of the incoming 6th grade classes at Johanna Perrin and Martha Brown Middle School at Parent Orientation Night. Julie gave them an overview of Teen Center programs and invited their children to attend the Welcome Party for 5th graders on Tuesday, May 21. Parents and students can take a tour of the facility and receive information about the offerings at the Teen Center.

55+

On Tuesday, April 9, the Boland School of Dance came to entertain during the Spring Dinner Dance. Everyone enjoyed the food, music and dancing. On Tuesday, April 16 we had five visitors from Russia touring the Community Center. They were interested in our programming for seniors. After a tour of the building they enjoyed lunch and were entertained by the Dulcimer group from Lifespan.

DEPARTMENT NEWS

Diane Riesenberger, Jeff Ackerman and Josh Dillon will now be in charge of oversight of the custodial staff. They have met with all custodians at length to discuss suggestions and improvements for operation. We will be looking to add another custodial position solely for weekends to ensure we have maintenance coverage during busy program and reservation times.

MARKETING REPORT – Enclosed

E-Newsletter was sent to 858 people on 4/25 and all the links are now interactive.

JEFF NUTTING'S REPORT

PERINTON RECREATION AND PARKS - 2013 SUMMER PLAYGROUND PROGRAM

DATES: June 24 – August 2 (ex. 7/4, 7/5)
Better Together: July 1 – August 13 (ex. 7/5, 7/6)
Fellows Road Park will have an extra session, August 5 – August 16

SITES: Fellows Road Park
Potter Park
Northside/Dudley School
Jefferson Avenue School (Better Together)

THEMES: Caribbean Cruise
I Love New York
Board Games Come to Life
Hunger Games
Dr. Seuss
On the Boardwalk
Into Outer Space
Recycle Week

FIELD TRIPS: Aquatic Center
Fairview Lanes
Pittsford Cinema
Frontier Field – Red Wings Camp Day
Center Park – Steve Falcone Memorial Carnival
Wickham Farms
4th of July Parade

ACTIVITIES: Scoops Ice Cream
Kona Ice
Tornado Tees
Assets
Polymer Clay
Alan Stewart Craft
Stay thru BBQ/Pizza

MAJOR CHANGES

Options for one or two-week enrollment

- There has been feedback from parents that would prefer having the option of signing their children up for one week at a time. There are many program alternatives and we run the risk of losing participants if we don't offer the one week sessions.
- If registering for one week; the cost per week is approximately 10% higher. At this point, it is difficult to estimate the overall financial impact this change will have on the program.

Eliminate option for leaving for lunch

- In the past we have had an option of leaving from 12-1 for the lunch hour. Only 12% of all registrants enrolled in this section. This has been difficult to manage in the past and the majority of our participants prefer staying the whole day.
- Based on participant numbers from 2012, this should lead to increased revenue (approximately \$4,200) and have little impact on staff expense.

Wrap-Around Program

- Parents have shown an increased need of a longer camp day. We have added the option for an 8am-5pm program at Fellows Road Park. This will be open to 50 participants. Half the staff will work 8am-4pm and the other half 9am-5pm. This will limit the possibility of overtime and still ensure appropriate staff to participant ratios.
- At this point, 37% of all two week session registrants at Fellows Road Park are enrolled in the Wrap-Around Session. This is estimated to provide \$6,000 - \$8,000 in additional revenue with little impact on staff expense.

STAFFING

We are expecting a fair amount of staff turnover this year. Of the eight Supervisor/Assistant Supervisor positions each year, we will only have three returning staff. We have qualified staff to take over those positions. Overall, we will have about 15 new staff members. I have no doubt this will be a seamless transition. Many of the new staff have previously been volunteers and are familiar with the program.

NEW YORK STATE DEPARTMENT OF HEALTH

We will be entering year three of our NYS DOH Certification. Things went smoothly last year and I expect it to be the same this year. We will be sending letters out to all participants prior to the start of the program to reiterate the need for the medical history.

BETTER TOGETHER

Better Together will take place at Jefferson Avenue this summer. With the program being at Brooks Hill last year, we have moved the staff from that site to Jefferson Avenue since they are familiar with Better Together. We have also brought a staff member who worked with the program in the past at Northside to be the Assistant Supervisor at this site.

DIRECTOR ESTRICH'S REPORT

COMMUNITY PROJECTS

Our first Perinton Community Garden Work Shop is scheduled for this Saturday. Twenty volunteers are weeding, seeding, mulching and landscaping. The fence will begin construction on Saturday, May 18.

NEW FEATURES

The new playgrounds (2-5 and 5-12 age groups) are currently being installed. The construction began April 16 and should be completed in a week or two.

OPERATIONS

Our main focus has been athletic fields. The park staff is working diligently to prepare and open softball and soccer fields. Heavy rainfall during the first week of April held us back. As of April 15, NYS Turfgrass Association released a newsletter stating... "NY turf fields are 4 weeks behind last year's play..." and average temperatures lower than normal. The early 2012 season has caused the public to expect the same for 2013. However, we are on track and ready for games and practices. Field availability has been posted on Facebook with great responses. Recently a post was shared to me by park staff....."Field update from the best grounds' staff in the county (Perinton Parks)...." The staff was extremely proud of all their hard work.

On April 15, building park staff started along with tennis, volleyball and basketball courts. Restroom openings followed with Perinton Park on April 17. To date Bushnell Basin, Kreag Road Park, Spring Lake Park and Lion's Den are operational. We hope to have all other restrooms open by May 1.

A few other upcoming dates:
Erie Canal Boating Season starts May 1
Night Guard shift starts May 3

On April 12, I met with Alice Calabrese, President/ CEO, and Cathie Wright, Director of Development, from Humane Society at Lolly Pop to work on marketing ideas for the future dog park and playground. We are looking to produce some posters and mailing to circulate during July 4th Celebration, Summerfest and Barktoberfest. The goal is \$100,000-120,000.00 to acquire all amenities listed in the proposed designs. We are focusing on tangible items companies or private individuals may make contributions for; such as, playground components, water fountain for dogs, benches, and fencing. Advisory board member, Mike Coppola suggested we explore the possible use of a fundraising web site to assist in the funding of the dog park.

The two new Toro Zero Turn mowers (60/72 inch deck) were delivered and already in service. In addition, the Town Board approved auction items for the 28th Annual Palmyra Municipal Equipment Roy Teitsworth Auction Inc. held May 11. For the first time we are auctioning fitness equipment on line with Roy Teitsworth Auction Inc. from May 7-14.

Scott Allen, Parks Foreman, and Stacey Estrich, Parks Director, attended the Play Core Center for Professional Development sponsored by GameTime. This symposium focused on new 2010 ADA Standards for Accessible Design and Pathways for Play.

AROUND THE TABLE

Dave Schaeffer extended thanks on behalf of the Crescent Trail Association to Kathy Goodrich for her efforts in promoting the hikes coordinated by the CTA. In addition to planned hikes from May thru September, there is also going to be a cross country half marathon taking place in both the Town of Victor and Perinton on July 20th sponsored by Trails Roc.

There being no further business, the meeting was adjourned at 7:43pm. The next Advisory Board meeting will be held on **Thursday, May 23, 2013 at the Perinton Community Center in Room 211 at 7:00pm.**

Respectfully submitted,

Stephanie C. Kayser
Secretary