



Gates Recreation and Parks Commission Meeting October 12, 2021



Those in attendance:

Commissioners: Rhoda Ride Rob Keister John Unson
Brom Bianchi Steve Murphy Greg Westbrook

Director: Dan Hoock

Town Board Liaison: Chris DiPonzio

Not in Attendance: Eileen Andrews

The meeting was called to order at 6:26PM by Rhoda Ride.

The minutes of the July 13 meeting were reviewed. A motion was made by Greg Westbrook and seconded by Steve Murphy to accept the July minutes as written. The vote was unanimous to accept the minutes. (The Commission meeting scheduled for September 14 was canceled, therefore there were no minutes.)

Financial Report:

The September, 2021 financial report was reviewed. The following questions were raised:

- * Rhoda Ride asked for an explanation of the postage cost listed (A7020.419) of \$1924.84? Dan Hoock explained this was the cost of mailing out the publication "Gates Cornerstone" to our community.
- * Dan then explained the cost of the printing of this brochure was split between the Town and the Department. The Department picked up the entire cost for postage. Rob Keister shared he felt monies budgeted for the Department should be spent only on programming. Rhoda shared that in the past, when the program brochure was published, and didn't include other Town information, the cost was solely out of Department monies. A brief discussion followed with many views shared on how these costs should be accounted for. Dan shared that he has worked with the Town Supervisor, and the costs of future publications/postage will be shared with the Town equally.
- * John Unson raised a question concerning the copier costs (A7020.449) listed. Dan wasn't sure exactly what that covered, but will find out and report back to the Commission at the next meeting.
- * Rob Keister questioned what mailing list was used for brochure distribution? His concern was that people in apartments or house rentals were not receiving the information. Dan explained the listing came from the Assessors office. A brief discussion followed.
- * John Unson inquired about revenue sources for the Department? Dan explained the programming is where the revenue comes from, no other sources. John asked if a quarterly report of revenues be shared with the Commission. Dan will take care of this.
- * Rob Keister asked about the costs of the rentals for the portable bathrooms being used in Memorial Park? Dan explained the costs (A7140.437) were running around \$1000/month. Dan explained this rental included two units at Memorial Park and also a single unit in Lions Park. This also includes daily maintenance. Discussion followed with many points of view shared.
- * Brom Bianchi asked why the sports camps costs (A7310.437) were so high? Dan explained that the program expanded due to higher than anticipated registrants, and the costs went up. Revenue taken in did counter these costs. Dan will email everyone registration numbers information.

A motion was made by Brom Bianchi and seconded by John Unson the financial report be accepted. The vote was unanimous to accept this report as written.

Correspondence:

Dan Hoock shared that several thank you notes had been sent to the Department concerning the driving tours done around town. He shared one of them with the Commission.

Program Reports:

The Commissioners reviewed the program reports and raised the following questions:

- * Rhoda Ride questioned the costs for supplies for the "Great Gates Campout" event. The costs exceeded the revenue taken in. Discussion followed concerning possibly raising the registration fee to cover these additional costs. Dan Hoock said some of the supplies purchased would also be used for other programming options. John Unson suggested that only the consumable supplies should be listed in the future.
- * Rhoda Ride inquired about the costs listed for Nature Camp? There was approximately \$500 spent more than taken in. Discussion followed on how these cost overrides could be addressed (raising registration fee, etc.) The discussion included: costs related to trips, contractual fees/salaries; bus costs (gas/mileage, etc.); scholarships, etc. Extensive discussion took place related to costs/revenue incurred by Nature Camp and Summer Camp. Steve Murphy asked how our fees compare to other towns' fees? Dan indicated that our fees were comparable to other towns. He also explained that the history of the camp program was never considered a revenue maker. Other discussion related to the camp programs included the free meal options available, making field trips optional, or a separate fee, and also the day care options for working parents. Steve Murphy inquired about accidents at camp this year? Dan reported there weren't any serious injuries this season.
- * Dan Hoock shared that Monroe County requires First Aid and CPR trained people for camp programs, so he and several of the staff went for training. Keeping cost savings as a priority, the camp supervisors went for the advanced training through EPIC, while the other staff members only took the basic programming. Rob Keister asked why this training wasn't done through our local Gates Ambulance? Dan explained the advanced training through EPIC cost less per person, while the basic training done through the local ambulance service was a better savings. Rob Keister questioned these costs related to the EPIC training, referencing his past history with BSA. Dan explained that the total costs worked

out to be a savings of several hundred dollars based on this split. Rob questioned this cost breakdown again. Rhoda Ride (Commission Chairperson) charged Rob with the task of thoroughly researching what the County requirements will be for 2022 and finding out specific costs related to getting the required training through EPIC, Gates Ambulance, and any other local certified training companies. She asked that he compile this information and report back at a later date to the Commission. Rob accepted this task and will report back at a later date.

- * John Unson questioned the stats listed on the Baseball League report. Dan will follow up on this and make any appropriate changes.

Old Business:

Wegman Rd Park:

Dan Hoock reported the following:

- * The old pavilion has been taken down completely, and the debris has been removed.
- * The new concrete slab will be poured later on this week. It will be 20' X 40'.
- * The new pavilion will have a metal roof and post construction, and placed back further from the road/playground area.
- * Construction of the new pavilion should be completed before December 1.
- * Monies will be budgeted for 2022 to buy new picnic tables to place in the new pavilion.
- * Dan asked for input on what to do with the concrete slab from the old pavilion?
 - a. Do we remove the slab completely?
 - b. Do we make repairs in the concrete to stabilize it?
 - c. Do we use this as another seating option for park visitors?
 - d. Do we build something for a sun covering?
 - e. Make it into a small child basketball court?

Extensive discussion followed on all these options. Highlights of that discussion included:

- * All felt the basketball court should not be considered.
- * General consensus was an additional seating area should be considered.
- * General consensus felt a covering should be considered also.
- * Steve Murphy suggested that estimates be gotten related to repairing the concrete and getting a covering.
- * Rhoda Ride expressed her concerns about the deplorable condition the bathroom at this park. Discussion followed on the lack of cleanliness in all the park bathrooms. A suggested solution was to create a paid staff position to solely maintain the park bathrooms. This could be a part time, or full time seasonal job. It was felt that all the bathrooms need to be cleaned at least twice a day throughout the warm weather season, and daily for the indoor cabin/pavilion facilities year round. Discussion followed and Chris DiPonzio and Dan Hoock will discuss this option with the Town Supervisor.
- * Rob Keister questioned why more input from the Commission wasn't requested related to the improvements made in this park? Dan explained that these improvements had become a Town project, not a Department project, and the Town Supervisor was in charge of it. Discussion followed. Rob also mentioned he felt the work site was not being maintained well by the workers.

Little Free Pantry:

Rhoda Ride asked how this project is going? Dan Hoock reported the following:

- * Overall, the pantry has been working out well.
- * The family that initiated this project checks in regularly to make sure there is food available.
- * Donations have come in and people are utilizing it to take food.
- * A small basket of toys was leftover from the Garage Sale, so it was placed by the pantry for children to take.
- * John Unson suggested that maybe a "wish list" could be put together of items needed and be posted on the Department website.
- * Greg Westbrook suggested contact be made with the school district also to make sure they are aware the pantry is here for the community.

Halloween Party:

Dan Hoock reported the following information:

- * The Halloween party is scheduled for Friday, October 22 from 5:30PM - 7:30PM at Memorial Park.
- * The games and activities are all taken care of.
- * There will be several options for treats available for children to Trick 'n Treat at.
- * Rob Keister inquired if any community groups are involved with this event? Dan indicated several groups will be there.
- * Dan asked for volunteers to come help. Greg Westbrook and Rhoda Ride plan on attending.
- * Hopefully the weather will cooperate and this event won't have to be moved indoors (Plan B.)

New Business:

Summer Celebration:

Dan Hoock shared the following information:

- * This year's program was a success, but planning for next year should include more food options. Rhoda Ride suggested involving more community groups selling food over having only food trucks available for choices. Discussion followed. Dan explained that community groups had been invited, but few expressed interest in participating. Rhoda suggested that more effort be made for 2022 to see if more interest would be shown. John Unson mentioned with the date being moved to August impacted the availability of any school groups participating. Discussion continued on these options mentioned.
- * Steve Murphy suggested we have more child oriented activities available next year.
- * Brom Bianchi shared that the musical groups were well received and were very good.

- * Dan shared he thought the overall layout worked out well this year.
- * All agreed the fireworks were great!
- * Chris DiPonzio mentioned his concern of people smoking during the evening. Discussion followed on how to enforce a no smoking rule in a large park. Extensive discussion took place with concerns raised that what was being smoked was not just cigarettes. Based on information that Brom Bianchi acquired from the Monroe County website, smoking on public property is prohibited only in enclosed public places. More discussion took place on this concern.

Gates Cornerstone:

This topic had been discussed earlier in the meeting, so no discussion was necessary now.

Program Survey:

Dan Hoock shared a sheet of possible survey questions that could be shared in the community. Discussion followed and highlights included:

- * John Unson suggested that an electronic copy should be considered, possibly posted on the department website.
- * Rhoda Ride asked about who in the community are we trying to reach? Dan suggested that it be given to current program participants as well as out in the general community.
- * Possibly include the survey in the Gates Cornerstone publication.
- * We could include a "QR" code in the publication to take the survey.
- * Rob Keister suggested posting it on Facebook.
- * Rhoda Ride suggested that in lieu of asking for people to write in answers, that a ranking bar code be used (1-10) where people can do a ranking. Also have a place to write something if they choose to.

Dan will take all these suggestions and follow up with the Commission on them.

Monroe County Office of the Aging:

Dan Hoock explained the following:

- * Contact had been made months ago with the County related to being a food distribution center, and they came and evaluated the Annex kitchen facility. This had been reported at an earlier Commission meeting.
- * Overall, very few changes would be required in the Annex kitchen facility to come up to what their required codes are for this program.
- * The Town of Irondequoit is opening a new Senior Center and they are willing to donate all their used commercial grade kitchen appliances (for free!) that could be used for this program.
- * This food program would be offered to all those in the Community aged 55+.
- * An on-site meeting is scheduled with the County on Monday, October 25 to discuss how this program could be run at our facility.
- * This is another option for outreach into the Community for those in need.

Highlights of the discussion that followed included:

- * Rhoda Ride thinks this a wonderful opportunity for us to serve the Community in a new way.
- * Greg Westbrook inquired on what specific kitchen improvements would be necessary. Dan explained he would know more after the October 25 meeting, but he didn't think too many things needed to be upgraded.
- * Rob Keister asked what the difference was between this program and "Meals of Wheels?" Dan explained this would be only an on-site program, so people would have to come to the Annex. Dan also mentioned that possibly the Department bus could be utilized to bring people in to participate, but more thought would have to be given to this option for scheduling purposes and costs. Volunteer drivers could also be used.
- * Rhoda Ride asked about fees? Dan said he would know more after meeting with the County. Both Rhoda and Greg volunteered to come to this meeting on October 25th.
- * Dan suggested that if the program goes through, we possibly could expand it to include some games, or socializing activities too.

Good of the Order:

- John Unson: Asked that the next agenda sent out include the location of where we are meeting.
- Steve Murphy: Nothing at this time.
- Valerie Young: Mentioned her church's upcoming Chicken BBQ and November Craft Show.
- Rob Keister: Thanked everyone for the gift card and get well cards he received following his recent surgery.
- Greg Westbrook: Wished everyone a happy fall!
- Brom Bianchi: Wished everyone a happy fall!
- Dan Hoock: Mentioned he will be going to a safety inspection course for the next several days in Fairport.
- Chris DiPonzio: Nothing at this time.
- Rhoda Ride: Mentioned she will be doing some research about new jackets for the Commission.

A motion was made by John Unson and seconded by Steve Murphy the meeting be adjourned. Motion was unanimous and the meeting adjourned at 8:40PM.

The next meeting is scheduled for 6:30PM on Tuesday, November 9, 2021. The meeting will be held at the rec. center.

Respectfully Submitted,
Valerie Young - Secretary