



City of Saratoga Springs

RECREATION COMMISSION

15 Vanderbilt Avenue, Saratoga Springs, New York 12866

518-587-3550 x2300 Fax 518-584-1748

www.SaratogaRec.com

Derrick LeGall
Recreation Commission Chair
Alphonse Lambert
Amy Smith
Robert Manasier
Cheryl Smith
John Dowd
Michelle Merola

Saratoga Springs Recreation Commission Virtual Meeting – moved to Zoom Tuesday, March 30, 2021

6:30pm

Join Zoom Meeting

<https://us02web.zoom.us/j/86842366412?pwd=SjdBSmVWaTAzNC9vYktKV1NXZ1Vudz09>

Please submit questions & for password via email to John.Hirliman@saratoga-springs.org.

Meeting ID: 868 4236 6412

Passcode: 369274

Agenda

Attendance

Public Comment

1. Discussion and Vote: Minutes
2. Discussion and Vote: 2021-2022 Facility Agreements Templates
3. Discussion and Vote: 2021 Program Agreement Template
4. Discussion and Vote: Camp Saradac 2021
5. Discussion and Vote: NYS OCFS/SC YB 2021 Application
6. Discussion and Vote: Accept Stewarts Holiday Match Donation - \$5,500.00
7. Discussion and Vote: Accept George and Martha Parker Donation - \$2,000.00
8. Discussion and Vote: Rules
9. Discussion and Vote: Camp Refund Policy
10. Discussion and Vote: Skate Park Design
11. Discussion and Vote: 2021 School Capital Funds
12. Discussion and Vote: Outdoor Court Rental
13. Discussion and Vote: Printed Shirts – Spring – Fall 2021
14. Announcement: Ice Rink User Meeting 4/28/2021 & Field User Meeting 4/6/2021 5:30pm
15. Discussion: Recreation Center Tournaments & Rentals
16. Discussion: Budget Meetings
17. Discussion: General Budget
18. Discussion: Directors Report
19. Discussion: Program Report

Adjournment - Next Meeting – Tuesday, April 27, 2021, 6:30pm at the Saratoga Springs Recreation Center, 15 Vanderbilt Avenue, Saratoga Springs, NY 12866.

Please submit questions via email to John.Hirliman@saratoga-springs.org. Thank you.



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Minutes

Attendance – Robert Manasier, Amy Smith, Alphonse Lambert, Derrick Legall, Michelle Merola, Cheryl Smith, John Dowd, John Hirliman

The Saratoga Springs Recreation Commission meeting was called to order at 6:40pm by Derrick Legall, Chair.

Public Comment - Due to circumstances, the public comment section was unable to be entertained. Public comments will be accepted via email john.hirilman@saratoga-springs.org for the meetings while social distancing is required. No public comments were received.

- 1. Discussion and Vote: Minutes – The motion to accept the minutes was made by Derrick Legall and seconded by Robert Manasier. Ayes - All.**
- 2. Discussion and Vote: 2021-2022 Facility Agreements Templates - The motion to approve the 2021-2022 Facility agreement templates was made by Michelle Merola and seconded by Robert Manasier. Discussion: The Ice rink will have a \$5/hour increase. Ayes - All.**
- 3. Discussion and Vote: 2021 Program Agreement Template - The motion to approve the program template was made by Derrick Legall and seconded by Robert Manasier. Discussion: There will be a 50/50 split in revenue less expenses between the Regional YMCA and the City of Saratoga Springs. Ayes - All.**
- 4. Discussion and Vote: Camp Saradac 2021 - The motion to approve the Camp Saradac 2021 expenses was made by Derrick Legall and seconded by Robert Manasier. Discussion: Currently, the Recreation Department is waiting on the DOH Camp requirements. When they come, the Department will be going directly to the City Council for final approval. Camp Saradac supplies costs \$5,700.00, Special/Foods - \$1,000.00, Programs \$ 18,990.00 which includes but not limited to the following: Jumping Bean 7/6/2021 - \$640.93, Jumping Bean 7/24/2021 - \$640.93, Wilton Wildlife 7/6/2021, 7/13/2021, 7/20/2021 - \$480.00 & Saratoga Tents & Events!- \$4,657.50 and Advertising - \$2,260.00. Ayes - All.**
- 5. Discussion and Vote: NYS OCFS/SC YB 2021 Application - The motion to approve the NYS OCFS/SC YB application was made by Robert Manasier and seconded by Amy Smith. Discussion: This is an annual request. Ayes - All.**



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- 6. Discussion and Vote: Accept Stewarts Holiday Match Donation - \$5,500.00 - The motion to accept the Stewarts Holiday Match donation \$5,500.00 was made by Derrick Legall and seconded by Michelle Merola.** Discussion: The funding is for volleyball system, The Recreation Department is looking to improve our Game Room, Camp, Programs and Training with equipment, volleyball system replacement and program & camp scholarships. Our activities are designed to promote fun and fitness while providing opportunities for the neediest and most at-risk children in the Saratoga County area to learn and grow in a safe environment. **Ayes - All.**
- 7. Discussion and Vote: Accept George and Martha Parker Donation - \$2,000.00 - The motion to accept the George and Martha Parker \$2,000.00 donation was made by Amy Smith and seconded by Michelle Merola.** Discussion: The donation is for scholarships. **Ayes - All.**
- 8. Discussion and Vote: Rules –** This item was pulled. The rules were discussed. The lights for the Tennis, Pickleball and Basketball courts have been disabled until the locks are changed. When enabled, the lights will run until 8:30pm thru Memorial Day weekend, Memorial Day Weekend-Labor Day until 10pm and after Labor Day until 8:30pm.
- 9. Discussion and Vote: Camp Refund Policy The motion to continue to providing no refunds for 2021 Camp Program was made by Amy Smith and seconded by Alphonse Lambert.** Discussion: The Recreation Commission discussed the parameters of the Camp refund policy. Derrick Legall asked what other camp were doing? John Hirliman explained if the City closed the program, they provided a refund. Michelle Merola asked about a partial refund. Robert Manasier mentioned that it is impossible to prove. John Hirliman explained that kids are in pods and last year they were encouraged to wear masks. The policy listed in Community Pass is “Please make sure you select the proper program when registering. No refunds or credits will be given unless the Recreation Department cancels or changes a program”. Derrick Legall explained that there were no plans for Little League baseball to provide refunds. Michelle Merola said it would be difficult to police. People can’t come back to camp for a week. Robert Manasier asked would being out affect the child’s scholarship. John Hirliman said it should not if out for medical reason. **Ayes - All.**
- 10. Discussion and Vote: Skate Park Design - The motion to accept the recommended Skate Park design was made by Michelle Merola and seconded by Robert Manasier.** Discussion: The funding had been pulled. Skate Park was looking to cost \$260,000.00. By accepting the design, groups can fundraise for the Skate Park. The Recreation Commission was recommending adding it the Capital funding requests when the finances are better. **Ayes - All.**
- 11. Discussion and Vote: 2021 School Capital Funds - The motion to recommend the 2021 School Capital funding DPW projects was made by Derrick Legall and seconded by Michelle Merola.** Discussion: The School agreement was extending to 2021. DPW Projects are submitted to the school district for approval. **Ayes - All.**



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- 12. Discussion and Vote: Outdoor Court Rental - The motion to rent outdoor Tennis and Basketball courts on a case by case basis was made by John Dowd and seconded by Derrick Legall.** Discussion: The Recreation Commission discussed the outdoor rentals. The fee will be \$20.00 per hour city and \$25.00 per hour non city residents. The outdoor courts are open to the public. John Dowd recommended mornings for the Basketball courts. The courts are heavily used nights and weekends. Derrick Legall recommended to avoid renting during prime time hours. Cheryl Smith said from 4:30pm to night West Side courts are being used. John Dowd agreed not to run rentals during that time. John Hirliman explained that the Department could provide a permit to the rental group. Alphonse Lambert did not want it to get away from the spirit of recreation. Amy Smith suggested a win-win approach by renting early basketball courts when kids are may not be up yet or in school. The Department could obtain rental revenue during that time. Alphonse Lambert recommended renting out Hathorn Courts. The Recreation Commission agreed to offer rentals on a case by case basis during non peak hours. The time and the number of courts needed would dictate availability to rent. Cheryl Smith stated that the am time for pickleball would be prime time. John Dowd recommended renting the tennis courts during non peak hours on a case by case basis. **Ayes - All.**
- 13. Discussion and Vote: Printed Shirts – Spring – Fall 2021 The motion to accept Waltons Sports Shop to provide the Spring – Fall Printed Shirts was made by Amy Smith and seconded by Derrick Legall.** Discussion: The Recreation Commission discussed the quote. **Ayes - All.**
- 14. Announcement: Ice Rink User Meeting 4/28/2021 & Field User Meeting 4/6/2021 5:30pm**
The Administrative Director announced the Ice Rink and Field User Meeting dates and times.
- 15. Discussion: Recreation Center Tournaments & Rentals –** The Administrative Director meet with the Tournament and rental groups. The groups can run 2 collegiate courts with limited spectators or 4 Jr. High Courts with no spectators. Volleyball was looking to run 4 courts with no spectators. John Dowd recommended keeping it to more local groups is the most prudent approach.
- 16. Discussion: Budget Meetings –** The Administrative Director will be meeting with the Mayor and the Commissioner of Finance regarding the 2021 budget. The 2021 budget is very tight.
- 17. Discussion: General Budget –** The Recreation Commission discussed the February 2021 and Yearend 2020 MUNIS budget reports included in the agenda.
- 18. Discussion: Directors Report -** The Administrative Director gave his Director’s Report.
- 19. Discussion: Program Report –** The Recreation Commission reviewed the Spring 2021, Camp Saradac and Summer 2021 Program Statistic reports included in the agenda.

Alphonse Lambert recommended getting an additional portable mound. They are low maintenance. There have been no complaints. They are the best thing. The cost is approximately \$11,000.00. Don’t wear metal cleats when using the mound.



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Cheryl Smith reported on the Open Space committee. There was a launch of a survey similar to the Recreation survey. The public was asked to participate.

Derrick Legall asked if the Fitness equipment had been received. John Hirliman explained that the equipment was received but not it was open to the public until the Fitness guidelines change.

Adjournment – The motion to adjourn the Recreation Commission meeting was made by Alphonse Lambert and seconded by John Dowd. Ayes – All. The Next Meeting will be Tuesday, April 27, 2021, 6:30pm at the Saratoga Springs Recreation Center, 15 Vanderbilt Avenue, Saratoga Springs, NY 12866.

Respectfully submitted,

Kathleen Lanfear