



City of Saratoga Springs
RECREATION COMMISSION
15 Vanderbilt Avenue, Saratoga Springs, New York 12866
518-587-3550 x2300 Fax 518-584-1748
w.SaratogaRec.com

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

Saratoga Springs Recreation Commission Meeting
Tuesday, October 26, 2021
6:30pm
Recreation Center

Please submit questions via email to Recreservations@saratoga-springs.org.
Agenda

Attendance

Public Comment

1. **Discussion and Vote: Minutes**
2. **Discussion and Vote: 2022 Fees**
3. **Discussion and Vote: Accept Donations - WGY Christmas Wish \$500.00**
4. **Discussion and Vote: Accept Donations Community Foundation Saratoga Springs Friends of Recreation - \$371.32 for Basketballs, & \$901.00 for Recreation Center Digital Box**
5. **Discussion and Vote: CPSI Training Approval \$600.00**
6. **Discussion and Vote: Accept \$200.00 donation from the Saratoga County EMS Council (PulsePoint AED)**
7. **Discussion: 2022 Budget**
8. **Discussion: General Budget**
9. **Discussion: Directors Report**
10. **Discussion: Program Report**
11. **Discussion and Vote: Supplies and Equipment**
12. **Discussion and Vote: Printed Shirts and Jersey's**
13. **Discussion and Vote: Youth Service Project Minor Contract with County of Saratoga**

Executive Session: Personnel

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

Join Zoom Meeting

<https://us02web.zoom.us/j/86360947983?pwd=NmVuVVgydWlQWmxOYkxamU2YmVyQT09>

Meeting ID: 863 6094 7983



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Minutes

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

The Saratoga Springs Recreation Commission meeting was called to order by Derrick Legall, Recreation Commission chair at 6:30pm.

Public Comment – There was no public comment.

The Recreation Commission went into Executive Session.

Executive Session: Personnel –The Recreation Commission went into Executive Session to discuss Personnel.

Executive Session ended at 6:56pm.

1. Discussion and Vote: Minutes - **The motion to approve the Recreation Commission September 28, 2021 minutes was made by Amy Smith and seconded by Derrick Legall. Ayes – All.**

2. Discussion and Vote: 2022 Fees - **The motion to approve the 2022 Recreation Fees and recommend them to the City Council was made by Amy Smith and seconded by Alphonse Lambert.**

Discussion: The fees and the summary were listed in the agenda. These fees were used for the 2022 budget. The Director went through the details. The Recreation Department 2022 Fee Change Summary included Camp Saradac Fees:

1. Increase before and after care weekly rate by \$2 - The Before/After Care was losing money so increased fees. The City weekly rate will be go to \$40.00 from \$38.
2. Increase Tee shirts fee by \$2 - The Department got a Shirt/Jersey quotes back and the costs have gone up. The shirt fee will be increased to \$7 from \$5.
3. Removed online transaction fees – The online transaction fees were removed for Participants. Rental groups will be charged.

Field User Agreement Fees: No significant changes. The City will not be able to clean between groups. The event will max at 6 hours so it does not take away use for the whole day.

1. Added NEW Pavilion Rental Rate: City \$30 per day and Non City \$50 per day, max 6hrs
2. Added New East Side Field House Rate: City \$15 per hr and Non City \$20 per hr. Max cost \$75 per or \$150 per day. *501c3 organizations holding meetings will not be charged for room rentals if space is available. The Department is having requests for the use of the East Side Field House. This is the same rate as the Recreation Center Multipurpose Room.

Youth Parking:

1. No Changes

Recreation Center Fees effective July 1, 2022:

1. Add effective date of fees to be July 1, 2022
2. Removal of Junior Court Lag Rate for March 1 – June 30
3. Change Junior Court Lag Rate July 1 – Columbus day to July 1 – Labor Day. Summer should end by Labor Day.
4. Increase Tournament Fee from \$4,500 to \$4,700 – This is a lower hourly rate.
5. Added Fitness Center with Daily Drop in Fee
6. Change Open Gym to Free.



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Changing the reduced spring lag rate to the regular rate in the gym as some of the groups were playing games and scrimmages. There will be one rate instead of 2 rates in the Spring.

Ice Rink Fees:

1. No Changes

Programs:

1. Increased Extra tee shirt fee from \$5 to \$7
2. Removed Online Transaction fees

Ayes – All.

3. Discussion and Vote: Accept Donations - WGY Christmas Wish \$500.00 for Camp Scholarships: **The motion to accept the WGY Christmas Wish \$500.00 donation for Camp Scholarships was made by Amy Smith and seconded by Derrick Legall. Ayes – All.**

4. Discussion and Vote: Accept Donations Community Foundation Saratoga Springs Friends of Recreation - \$371.32 for Basketballs, & \$901.00 for Recreation Center Digital Box. **The motion to accept the donations from the Saratoga Springs Friends of Recreation for \$371.32 for Basketball Hoops, & \$901.00 for Recreation Center Digital clocks by Amy Smith and seconded by John Dowd. Ayes – All.**

5. Discussion and Vote: CPSI Training Approval \$600.00. **The motion to approve the reimbursement of CPSI training in the amount of \$600.00 was made by Amy Smith and seconded by Alphonse Lambert.** Discussion: The Saratoga Springs Recreation Department is requesting approval for the CPSI training in the amount of \$600.00. CPSI – Certified Playground Safety Instructor. John Hirliman spoke to Marilyn Rivers and he would like approval to attend and be reimbursed for the training. The course would be in November 15, 16, & 17. **Ayes – All.**

6. Discussion and Vote: Accept \$200.00 donation from the Saratoga County EMS Council (PulsePoint AED). **The motion to accept the \$200.00 from the Saratoga County EMS Council for the PulsePoint AED Contest was made by Derrick Legall and seconded by John Dowd.** Discussion: The Department received this for the number of AEDs submitted to the PulsePoint AED app. The Department received \$200.00 for third place. **Ayes – All.**

Discussion and Vote items beginning with number 11, including 11, 12 & 13 were moved forward in the agenda.

11. Discussion and Vote: Supplies and Equipment. **The motion to approve the supplies and equipment purchases submitted to the Recreation Commission was made by Amy Smith and seconded by John Dowd. Ayes – All.** Discussion: The Recreation Department submitted year end expenditure request for up to amounts. Originally the Department was planning on getting a new copier for the Recreation Center front desk area but the Skate sharpener and accessories were needed. Donation from Saratoga Living LLC was received for the Ice Rink. The Department would be utilizing the donation for the skate aids at the Ice Rink. The Department needs masks and PPE/First Aid items. The Department was handing out a lot of masks. The Department was requesting to purchase a Portable AED utilizing Camp funds and the donation. It would be able to be used at East Side Rec. and offsite. Hockey Goals \$2,800.00. The funding cannot be transferred or would use Recreation Center revenue amendment. The Items included:

Sharpener & Accessories	\$ 4,185.00
Skates	\$ 3,760.00
Skate Aids (Donation)	\$ 800.00
Basketballs	\$ 2,700.00
Pickleball Nets	\$ 1,800.00



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Jersey's, T-shirts, etc.	\$ 7,232.00
Office Supplies	\$ 1,000.00
Signage	\$ 1,000.00
First Aid & Other Supplies	\$ 2,000.00
PPE	\$ 1,000.00
Ice Rink Supplies	\$ 1,000.00
Sweatshirts	\$ 360.00
Shirts	\$ 540.00
AED & Supplies	\$ 1,692.95
AED Supplies, if needed	\$ 268.00
AED Supplies, if needed	\$ 432.00

12. Discussion and Vote: Printed Shirts and Jersey's.: **The motion to approve Walton's Sports Shop, Inc. as the Printed Shirts and Jersey's vendor for the Fall/Winter season at the unit price submitted was made by Amy Smith and seconded by John Dowd.**

Walton's Sport Shop, Inc.

Printed Shirts and Jerseys Winter 2021

#1- Reversible Mesh Jersey	\$12.99/each
#2 – Basketball Coach T-shirt 50/50	\$ 7.00/each
#3 – T-shirt 50/50 blend – Tiny B'ball – shirt sleeve – white	\$ 7.00/each
#4 – Augusta Poly Wicking Shorts Youth & Adult sizes	\$ 7.50/each
#5 – Fall & Winter Clinic – 50/50 T-shirts	\$ 7.00/each

Discussion: Based on the quote, the estimated cost if purchased all items in the quote would be \$ 7,232.00.

Ayes – All.

13. Discussion and Vote: Youth Service Project Minor Contract with County of Saratoga. **The motion to approve the Youth Service Project Minor Contract with the County of Saratoga was made by Amy Smith and seconded by Alphonse Lambert.**

Discussion: The Saratoga Springs Recreation Department was requesting to submit to the City Council - authorization for the Mayor to sign the Youth Service Project Minor Contract with the County of Saratoga. This was an annual agreement. The County would sponsor the City's youth service project and pay the City a sum not to exceed \$7,107.00 for the Office of Children and Families Services (OCFS) Funds requested.

Ayes – All.

Robert Manasier wished Happy Birthday to Amy and Derrick.

7. Discussion: 2022 Budget – The Recreation Commission discussed the Comprehensive Budget submitted on October 5, 2021. All items requested were included in the Comp Budget assuming nothing changes all items Scirocco capital budget add \$375,000 to rehab the Field House at Veterans Memorial Park. John Dowd he asked for support. John Dowd was notified that it would be included. This might mean room space, additional program space, space for DPW staff/equipment. Concession, DPW and Storage – No Hood so have not cooked. DPW needs space. Summer programs over there. Opportunities for the residents. Alphonse Lambert reported that DPW contact him regarding the needs of the Valentine field. He told them storage. He told them that two L screen nets were cut with scissors approximate cost \$200.00 at Veteran Memorial Park.



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Appears that the capital projects PA System, Playground \$, portable mound, ice rink rehab doors Derrick Legall reported that the West Side Rec. needs storage as well. The L screens were put inside the building they were told to move them. The screens were being from Little League area and moved to the big field. John Hirliman reported that the meeting on East and West agreement would begin this week with the school.

8. Discussion: General Budget – The Recreation Commission discussed the MUNIS General Budget reports.

9. Discussion: Directors Report – The Director’s Report was given by the Administrative Director – Recreation to the Recreation Commission. The Director was working on budget items and presented at the workshop, & Veterans Memorial Park playground rehab project. The Director will be presenting on November 4 - 4:30pm to the Grande Industrial Park tenants. Winding down the outdoor programs and really looking at the Recreation Center.

10. Discussion: Program Report – The Program Statistic report was discussed by the Recreation Commission. The drop in programs at the Recreation Center were slow and were beginning to creep up. Hopefully more people will come. The basketball program was struggling with participants at the higher levels. The new basketball organization had taken many of the players. Indoors at the Ice Rink and had big numbers there but low numbers with basketball. Amy Smith –The Department will have to reacquaint the public that we are back. The Basketball Program had been out of the Recreation Center for three seasons. Derrick Legall stated he had seen signs for the basketball league around the City and more marketing was needed. The CDBYL had low girl numbers. Marketing was a big piece. Amy Smith recommended to get to the School coaches in the area and promote the program and that spaces are available. Get ahead of the Game. The Director had already sent it over to the school. John Dowd asked how many teams does the Department has. The Director responded that the League had 4 teams per all the divisions but one with 6 teams. John Dowd and the Recreation Commission discussed the Jr. NBA Co-Ed program in Wilton. Players generally could not do both Rec. leagues but could participate with a Rec. League and a Travel league. There were only 6 6-8th grade girls. The Director discussed options: cancel and refund, have one girls team in the boys division, or split them up. The decision will be made by Thursday.

Derrick Legall received an email regarding a potential property. This would be a shared property. The person was looking for Friends of Recreation to purchase the property. Derrick Legall was going to forward the Director the information.

Derrick Legall informed the Recreation Commission that the Naming of the Recreation Center was approved by the City Council. The Center will be named after Scott Johnson. It was brought forward by Commissioner Madigan and seconded by John Franck. The City Council approved it unanimously.

Derrick Legall informed the Recreation Commission that Saratoga Little League was hiring a contractor to redo the fields and roll the outfield. Peter Gailor will be doing the work. The information will need to get to the property Committee. There was an agreement to be completed. Peter Gailor did the fields in Wilton. He was from the West Side and willing to help them out.

Amy Smith asked if Derrick Legall had spoken to the potential Recreation Commission member. What’s your opinion. Derrick Legall said she is wonderful human being. I would choose her everyday to raise my kid. She would be a welcome addition to the Recreation Commission. Amy Smith said she lives in Saratoga Springs. The Mayor was looking for recommendations. She is a Middle School English teacher and teacher of humanities, and coaches basketball and soccer.

The Commission hoped Michelle Merola feels better.

Adjournment – **The motion to adjourn was made by Amy Smith and seconded by John Dowd. Ayes – All.** The next Recreation Commission Meeting will be on Tuesday, November 30, 2021 at 6:30pm at the Saratoga Springs Recreation Center, 15 Vanderbilt Avenue, Saratoga Springs, NY 12866.