



# City of Saratoga Springs

## RECREATION COMMISSION

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Derrick LeGall  
Recreation Commission Chair

Alphonse Lambert

Dora Lee Stanley

Amy Smith

Robert Manasier

Cheryl Smith

John Dowd

## Recreation Commission Meeting

Tuesday, March 28, 2017

6:30 pm Agenda

Saratoga Springs Recreation Center

Attendance

Public Comment

Approvals

1. Approval Of The Recreation Commission Meeting 2/28/16 Minutes

The Administrative Director – Recreation is requesting approval of the February 28, 2016 minutes.

Documents:

[2017-02-28 RECREATION COMMISSION MEETING MINUTES.PDF](#)

2. 2017 Camp Field Trips And Programs

The Administrative Director – Recreation is requesting approval of the 2017 Camp Field Trips and Programs. The purchase will be out of account number A3567154 54500 Programs and Bus Trips which has a 2017 adopted budget of \$16,000.00. The pool trips will be out of account number A3567154 54350 Pool which has a 2017 adopted budget of \$2,500.00.

Documents:

[2017 CAMP SARADAC FIELD TRIP COSTS.PDF](#)

3. 2017 Camp Safety Plan

The City of Saratoga Springs Administrative Director-Recreation is requesting approval to submit to the City Council the 2017 Camp Safety Plan. The Camp Safety Plan is under annual review. The City Council will allow the Recreation Department under the review of the Risk and Safety Director to make any necessary further changes as needed upon the request of the NYS Department of Health.

Documents:

[2017 CAMP SAFETY MANUAL.PDF](#)

4. New Part Time Employee

The Administrative Director – Recreation is requesting approval of a part time employee.

5. Spring Soccer Supplies/Goals

The Administrative Director – Recreation is requesting approval of 4 sets of 4x6 Soccer goals at \$310.00/set, total \$1,230.00 and Soccer supplies – Anchors 20 sets x \$40/set, totaling \$800.00. The goals and supplies will come out of account number A3567344 54170 which has a 2017 adopted budget of \$8,250.00.

6. Printed Shirt Quote

The Administrative Director – Recreation is requesting approval of the Fusion Graphix Inc. which was the lowest overall quote. The unit price Item #1 – Soccer T-shirts - \$5.05 each, Item #2 – Coach Soccer T-Shirt - \$3.60 each, Item #3 – Summer Clinic staff & Player shirts - \$3.30 each, Item #4 – Camp Saradac T-shirts \$3.20 each, Item #5 – Camp Staff shirts - \$3.65 each, Item #6 – Camp Directors (dry fit) w/collar - \$8.85 each, Item 7 – Summer Basketball Mesh Jersey reversible - \$ 7.65 each, Item #8 – Youth Parking Staff Shirts - \$ 3.85 each, Item # 9 DPW Short Sleeve T-shirt - \$ 3.40 each, and Item #10 – DPW Long Sleeve T-shirt \$5.85 each. The Department will spending over \$500.00 and will be using these unit prices during the life of the quote.

Documents:

[2017 PRINTED SHIRT QUOTE.PDF](#)

7. Accept Stewarts Holiday Match Donation - \$5,000.00

The Administrative Director – Recreation is requesting to accept the \$ 5,000.00 Stewart's Holiday Match donation towards a scoreboard at Veterans Memorial Park.

8. NYS Office Of Children And Family Service/Saratoga County Youth Bureau Program Application

The Administrative Director – Recreation is requesting approval NYS OCFS/Saratoga County Youth Bureau Program Application. The Saratoga Springs

Recreation Department will submit the NYS Office of Children and Family Services Funding Application for 2017 to the City Council for signature. The Recreation Department works with the Saratoga County Youth Bureau to receive any potential funding.

Documents:

[NYS OCFS-SARTOGA COUNTY YOUTH BUREAU PROGRAM APPLICATION.PDF](#)

#### Discussions

1. Recreation Master Plan

The Recreation Commission will be reviewing and discussing the submitted proposals for the Recreation Master Plan.

2. Discussion And Vote: Youth Boxing Agreement

The Administrative Director – Recreation is requesting discussion and vote on the Youth Boxing Agreement.

Documents:

[SARATOGA YOUTH BOXING CONTRACT 3.24.17 DRAFT 2.PDF](#)

3. Recreation Department Logo Contest

The Administrative Director – Recreation is requesting a Recreation Department Logo Contest.

Documents:

[LOGO CONTEST.PDF](#)

4. Bylaws

The Saratoga Springs Recreation Commission will be discussing the bylaws.

5. Saratoga Casino Hotel Fields

The Saratoga Springs Recreation Commission will be discussing the Saratoga Casino Hotel Fields. The Recreation Department has been notified that there will be changes to the availability of the soccer fields. BLOCKOUT DATES: Saturday, May 6 (Kentucky Derby), Monday, May 15 through Sunday, May 21 (Spring Music Festival)\*, May 25 through May 29 (Lions Club Duoathlon), and September 18 through September 25 (New York Champions Festival) \*\* \*\*In the event this special promotion does not take place, the Recreation Department can use the soccer fields. The Recreation Department will be able to use the fields on the Belmont Stakes race in June. \* They need the week earlier for setup as well.

6. Select Members For The Facility Committee

The Recreation Commission will be selecting members for the Facility Committee. The purpose to review and inventory the cost of operating facilities for the 2018 budget.

#### Reports

1. General Budget

Documents:

[MU08254001-FEBRUARY 2017 EXPENSE SUMMARY.PDF](#)  
[MU08203001-FEBRUARY 2017 REVENUE GENERAL.PDF](#)  
[2016 SUMMARY FROM MUNIS.PDF](#)  
[PROJECTS LIST FOR CAPITAL PROJECTS.PDF](#)

2. Directors Report

Documents:

[DIRECTORS REPORT 2017-03-28.PDF](#)

3. Program Report

Documents:

[PROGRAM STATS 3\\_23\\_17.PDF](#)  
[PROGRAM STATS 3\\_25\\_16.PDF](#)

#### Adjournment

1. Next Meeting – Tuesday, April 25, 2017 At The Saratoga Springs Recreation Center

The Next Recreation Commission Meeting will be Tuesday, April 25, 2017 at the Saratoga Springs Recreation Center, 15 Vanderbilt Avenue, Saratoga Springs, NY 12866.

*Meetings are at 6:30pm on the Last Tuesday of each month at the Saratoga Springs Recreation Center.*

