

Town of West Seneca Youth and Recreation Commission

2023 Annual Report

**Approved by Rec Commission on 3.20.24; Submitted (3.20.24) to Lauren Masset, Rec Dept
for 3.25.24 Town Board meeting**

Commission member	Term end	Appointed by
Matt Bauer	12.31.23	J. Piekarec
Marisa Fallacaro-Dougherty [WSCSD rep]		B. Breidenstein
Carol Jarczyk		J. Catafio
Kellie Kostek [Middle school rep]	12.31.23	L. Masset
Meichle Latham, Recording Secretary [Community member]	12.31.23	G. Dickson
Michael Smolen		
Tammy Sugrue, Chairperson [High school rep]	12.31.23	L. Masset
Vacancy? [Elem school rep]		L. Masset
Robert Breidenstein, Town Councilman - Town Board Liaison		
Brian Adams, Highway Superintendent - Ex Officio Commission Member		
Lauren Masset, Recreation Supervisor - Ex Officio Commission Member		

Purpose: Promote recreation & social programs in the Town of West Seneca by acting in an advisory capacity to the Town Board and by serving as a liaison between the Town Board, Recreation Department & Town residents on programs, facilities, parks, & other matters pertaining to recreation.

Goal: Develop a sense of community & enhancement of the Town residents’ quality of life by providing recreational opportunities and social programs to youth and adults.

2023 Annual Report- Highlights/Recommendations:

- 1. HIGHLIGHT:** While meetings are required to be held quarterly, Commission members volunteered to **meet more frequently**, including working sessions, to **support progress of various initiatives**
- 2. HIGHLIGHT: Community Engagement**
 - a. Community Survey**
~ 175 Combined (hard copy and on-line [links to Google Forms]) responses
Summary/Google Responses incorporated into RECOMMENDATIONS; To be shared with Town Board
 - b. Community Build**
 - i. More than 45 Volunteers- diverse group of volunteers- great help!
 - ii. Sent follow-up “thank you” email to all volunteers who’d signed up, noting hope of their help for future builds
 - iii. “Lessons learned” noted for future Community Builds
 - c. Inaugural Community Scavenger Hunt**
 - i. 14 teams registered; 12 participated
 - ii. Varied community engagement- Town, Rec Dept, Vigilant Fire, businesses, teens, families
 - iii. All fees used to purchase prizes- Pasquales, Kone King, SPOT Coffee

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- iv. Participant feedback
 - 1. Do walking Scavenger Hunt again
 - 2. Provide an app for the hunt next time; paper was cumbersome

3. RECOMMENDATION: Capital plan to enrich recreation opportunities

a. Enhance Programming

- i. Continued investment in priority of **lifeguards and swim instruction**, including consistent and diverse **recruitment and retention strategies** and leveraging Train-the-Trainer and existing staffing
- ii. **Expanded days/hours** of programming, especially when school is out of session
- iii. **Increased offerings of more varied, inclusive, family-oriented activities** (as staffing and space capacity supports)- full day camps, field trips, etc.
- iv. Increased programming for **older youth/adolescents**
 - 1. **School dance for middle school students**- Rec Dept to lead; Rec Commission to assist
 - 2. **Engage youth themselves in identifying activities they would enjoy/value** (schools assist?)

b. Improve registration process to allow for more equitable opportunities, access and greater participation, especially for high demand programs

- 1. Widen registration window
- 2. Diverse enrollment mechanisms and payment methods (on-line; mail in; in-person)
- 3. Alternate process- discontinue “First Come, First Serve”

4. Facilities & Parks

a. HIGHLIGHT: Playground upgrade, order of attention, timeline and vendor proposals

- i. Rec Commission was involved in working with vendors and uniquely designing (with interchangeable parts as suggested by community member) all-inclusive playgrounds for each park at varying costs
 - 1. Veteran’s Park- June 2023
 - 2. Sunshine Park- Target Spring 2024 (Parkitechs)
 - 3. Fisher Rd- Target Summer 2024 (Parkitechs)
 - 4. Dorrance- Target Spring 2025 (Miracle)
 - 5. Fireman’s- Target Spring 2025 (Miracle)

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b. RECOMMENDATIONS: Pool

i. Pool Fee Recommendations

[March 2023]

1. Residents

a. Use of pool: no charge

b. Resident's accompanying guest (1) use of pool: no charge

2. Non-residents

a. Single/Day use: \$5

b. Season Pass: \$50

[Nov 2023]

1. Residents- No charge

2. Guest of Resident- no charge (1 guest/resident)

3. Children 2 and under: No charge

4. Non-residents: \$5/pool visit

ii. Addition of shaded seating- pool and splash pad

iii. Benches in locker rooms

c. RECOMMENDATION: Addition of Volleyball Courts

i. 11.15.23 Outdoor sand court @Veterans Park

d. RECOMMENDATION: Centennial Field

i. 11.15.23 Town to plan to invest in refurbishing 2 fields, one being Centennial by end of FY 2025

5. RECOMMENDATION: Request for Fiscal Assistance for town-sanctioned TWSYRC-sponsored activities/ events (event prizes, hydration stations), tools (scavenger hunt app), swag (visible in community- outreach/tabling): signage, banner, displays, apparel)

a. 2024 Budget allocation- request submitted

b. Developer (New Builds) Funds- had previously (April 2023) made recommendation for letting funds grow as there may be need for use to supplement other recreation initiatives; Need to confirm current balance

c. Secure a Community Sponsor?

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<p>Goal: Develop a sense of community & enhancement of the Town residents' quality of life by providing recreational opportunities and social programs to youth and adults.</p>		
<p>Objective #1: Promote community & collaboration; Foster engagement</p>	<p>Status of Achievement</p>	<p>Notable deliverables/Comments</p>
<p>Hold Commission meetings quarterly at minimum (adhere to open meetings law)</p>	<p>Achieved; Meetings held as noted</p>	<p>Jan 18th Feb- Working session held March 15th April 19th- Working session held May 17th June 3rd- Coordinated Community Build June 28th July- no meeting scheduled; sponsored Community Scavenger Hunt August- no meeting scheduled; attended National Night Out September 20th October 18th November 15th (Final meeting of 2023)</p>
<p>Work to establish and maintain cooperative relationships with community partner & other local recreation groups & agencies; Exchange resources as available.</p>	<p>Continued; Exploring/ Pursuing</p>	<p>Recreation Department- essentials for Town pool opening in June 2023; TWS- Scavenger Hunt promotion- various Methods; Fisher neighborhood communication Chamber of Commerce- May 2023 Farmer's Market; Scavenger Hunt- promotion of/local business engagement; Community Walk 2024 Senior Center- initial discussions for locating programs at Sr. Center/co-planning activities Woman's Club- initial discussions about mutual support Patriotic Commission- explore 2024 parade participation, Community Days activity WSCSD/PTO- explore co-planning a Community Day field day WSPD PBA- National Night Out Vigilant Fire- Scavenger Hunt Kiwanis- Community Build refreshments</p>

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<p>Survey Town of West Seneca residents of their recreational needs & interests to inform planning.</p>	<p>Continued</p>	<p>Developed (with QR code), distributed (Farmer’s Market, Clerk’s Office, Rec Office, Senior Center, National Night Out, WS Bee), analyzed, and utilized survey responses (community input) to make recommendations for enhancements- See Highlights</p> <p>2024: Will expand survey distribution methods, forums (public events, on-line and in publications) and to diverse age groups</p>
<p>Increase community input/engagement; Steward community.</p>	<p>Continued</p>	<p>Survey; Volunteer recruitment for Community Build; Engaging Fisher Rd. neighborhood residents in playground design; Welcoming and inviting community contribution/input via Rec Commission open meetings and community survey; more recent minutes indicate number of public participants</p> <p>2024: Reformat meetings to accommodate public input earlier in meeting for consideration in decision-making</p>
<p>Take lead with/sponsor various community events & assist the Recreation Department by volunteering at other programs & events.</p>	<p>Continued</p>	<p>Planned, coordinated, promoted, recruited for and implemented June 2023 Veteran’s Park Playground Community Build- see Highlights</p> <p>Planned, executed & staffed inaugural Community Scavenger Hunt- see Highlights</p> <p>Exploring Movie Night, Trivia Night, Christmas Light Contest</p> <p>2024: Planning Community Walks</p>
<p>Objective #2: Provide strategic advisement about recreational and social programming to the Town Board</p>	<p>Status of Achievement</p>	<p>Notable deliverables/Comments</p>
<p>Provide well-researched and well-thought out recommendations to the Town Board to enhance and/or expand recreation.</p>	<p>Continued</p>	<p>Based on site visits, prepared Port-a-potty Recommendations for the parks</p> <p>Supported addition of Drone Camp and Magic Rocks programming</p>
<p>Recommend service, participation, registration and admission fees.</p>	<p>Continued</p>	<p>Based on information available for other towns, provided resident and non-resident pool fees recommendations- See Highlights</p>

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<p>Develop a master plan of recreation, including parks, facilities, & programs that meet future needs of the community, including recommendations of any acquisitions, design and improvement of current and future facilities.</p>	<p>In process</p>	<p>Meeting with CPL in Dec 2023 Based on site visits, prepared playground upgrade recommendations (selected playgrounds, contributed in design, vendor recommendations) and timelines- See Highlights Using analysis of survey responses, implementing immediate action on a few, while seeking to collaborate with other Town and service entities to create activities aligned with responses- See Highlights</p>
<p>Develop & maintain a capital plan to enhance recreation opportunities for residents of all ages.</p>	<p>In process</p>	<p>Meeting with CPL in Dec 2023 Utilizing feedback from survey, currently crafting a plan- See Highlights</p>
<p>Adopt suitable rules of conduct for use of all recreational facilities and the conduct of persons while on or using the same.</p>	<p>Postponed</p>	<p>With more urgent and timely attention required regarding pool and playgrounds, not a focus in 2023</p>
<p>Objective #3: Serve as liaison between the Town Board, Recreation Department & Town residents on programs, facilities, parks, & other matters pertaining to recreation.</p>	<p>Status of Achievement</p>	<p>Notable deliverables/Comments</p>
<p>Provide overview of resident input/survey results, along with related recommendations and related fiscal support, at an upcoming Town Board meeting</p>	<p>Planned</p>	<p>December 18, 2023</p>