

# *Town of Canandaigua*

5440 Routes 5 & 20 West  
Canandaigua, New York 14424

## **MINUTES**

### **CITIZENS' IMPLEMENTATION COMMITTEE MEETING**

**TUESDAY, SEPTEMBER 4, 2018, 9:00 A.M.**

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**Committee Members Present:** Doug Finch Karen Parkhurst  
Gary Davis Tom Schwartz  
Oksana Fuller  
Ray Henry  
Joyce Marthaller

**Guests Present:** Dennis Brewer, Parks and Recreation Director, Karen Parkhurst, Parks and Recreation Committee, Eric Cooper, Town Zoning Officer

**Members Absent:** Sarah Reynolds, Kevin Reynolds, Pat Venezia, Kelly LaVoie

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➤ **CALL TO ORDER**

The meeting commenced at 9:01am.

➤ **PRIVILEGE OF THE FLOOR**

None at this time.

➤ **REPORT OF THE DEVELOPMENT OFFICE**

Eric Cooper said there was not much new to report since the last meeting. They are still waiting for information about Lakewood Meadows. There is an issue with Lakewood Meadows with the roadway on St. James Parkway, as it does not appear to be filled according to standards. Jim Fletcher has requested that this be repaired on multiple occasions. Doug Finch said that when he was there last week, he noticed that the roadway had been paved over (the top). He has sent emails to the appropriate personnel.

**REFERRALS**

None at this time.

➤ **OLD BUSINESS**

None at this time.

➤ **NEW BUSINESS**

**Parks and Recreation Master Plan and Implementation**

Dennis Brewer distributed Recommendations from the Parks and Recreation Master Plan 2018 – 2028

(See attachment). There was a discussion about improvements to existing parks. A good portion of the funding is allocated for ADA recommendations in the Master Plan and Implementation in the tentative 2019 Budget. Septic replacement has been done. Currently, Onanda Park is the only park with a kiosk. One of the kiosks Dennis is looking into is commercially made, but he is also looking into ordering some from local vendors. The pricing is lower than what is listed in Phase II. The ADA pathways can be done in-house. Some of the improvements will be contracted out.

There are a number of ADA requirements for all of the parks, which will be addressed in Phase I. Parks and Recreation is planning to install sidewalks at those cabins that are handicap accessible only. Presently, there are five cabins that are ADA compliant, four of which have pathways. Pathways to the playground, lake, and beyond the gate were discussed.

Winterization of 2 -3 cabins is projected to take place in the third, fourth, or fifth year.

There was a brief discussion about grant money for play equipment. Grant proposals must be submitted and approved before any work can begin.

Trails are in need of mulching and may be done by this fall.

The poison ivy is gone at Pierce Park. Goodale Road North was filled in to make way for a trail. The crossing point would be on the east end of Pierce Park. There was a brief discussion about where the sidewalks will go, as well as pedestrian traffic. The softball field improvement will most likely take place in Spring 2019. Possible additional parking was discussed. There is not much space available.

The walking trail at Blue Heron Park has been cleared up over the summer; some additional clearing is still needed. Benches will be added; existing Adirondack chairs will remain.

Phase III is expected to take place in 10 years. Ideas were bandied about, such as a possible band stage and amphitheater, as well as the possibility of one day having the Fire Station 2 building located somewhere else, ideally as part of our Park. If that were to happen, the hope is that there could be a community center. It was reasoned that this idea seems feasible, as the Fire Study had called out doing some things differently.

There was a suggestion made to hire a part-time employee to rent out game/sports equipment to residents. Bird signage was discussed briefly; research on the various types of birds is currently in progress.

The matter of handling differences of opinion/disagreements about recommendations was raised. It was agreed that the best way for that to be handled would be for the Parks and Rec Committee to inform the CIC, which would, in turn, make documentation and bring it to the Town Board's attention.

West Lake Rd. Schoolhouse - The safety of County Rd. 16 is an issue of concern. There is a crosswalk with signage, but many vehicles are still failing to stop. The County Rd. 16 Feasibility Study is currently in progress, and the County is looking at raising the intersection and putting in stop signs.

At Outhouse Park, many events take place in the athletic field. Flooding is an issue. There is presently a soccer field there. Originally, the idea was to have a softball field there. Some grading would be needed to prevent flooding. ADA requirements would need to be met. A future plan involving the acreage that the Town purchased across the road, that included plans to install bathrooms, a parking lot, and playground, will cost approximately one million dollars. Ideas included the possibility of a shared co-op with the City of Canandaigua was discussed. The poor condition of the rain gardens was brought up, and it was suggested that the TOC consider building a relationship with the people from Cornell University's Master Gardener Program. The thought is that they could help monitor the situation. The FLCC Environmental Program was also brought up for consideration.

There was a brief discussion about a suggestion to provide some kind of vegetative buffer to the neighboring homes by McJannett Park.

Parking is an issue at Miller Park.

The question was asked if there is a project plan for 2019. It is a written plan that was done after the Master Plan was approved (some items were added later). Doug Finch referred to the General Fund: Budget Worksheets – Multi-Year Strategy. The acquisition of lake property and any remaining lake frontage at risk of closing were discussed. Accessibility is difficult. Parcel development was discussed.

## **MEMBERS' REPORTS**

### **Economic Development Team**

The meeting that day was cancelled, as the EDT is in the process of scheduling a tour at Fa-ba Farms with Bob DiCarlo. There was a discussion about the Joint Committee for the City and Town. At the last Town Board meeting, Karen Dworaczyk conducted the concept mapping presentation. The Town is in the process of trying to propose an LDC. They have met with the County and the CADC. The CADC requested they hold off for 30 days to give them time to research legal aspects on their end. In the meantime, the City attorney is drawing up the language for the LDC. The joint entity still needs to be finalized.

### **Environmental Committee**

The last meeting was cancelled. The Environmental Committee members are working on developing an RFP that they can put out to different consultants for a food recycling campaign (that will include public education and materials), as well as other recycling objectives that they had identified as in need of assistance with food/waste diversion.

## **Environmental Conservation Board**

The Environmental Conservation Board is waiting for a copy of the approved Open Space Master Plan before moving forward. When they get the strategies back, they can begin developing their 2019 Projects Plan to incorporate some of the goals that have already been discussed.

## **Local History Team**

The Local History Team received its grant. The Town has been in regular contact with the consultant, BERO Architecture. They have already begun background research and some preliminary work. The Grantor, the Preservation League of NYS, will be holding a formal awards presentation on September 25th at the OCHS. After that date, the Town can announce this award to the public. There was a meeting with the consultant a couple of weeks ago. Ray Henry completed the A – Z for the houses that will be extended from the 100+ years of age to 50+. The Local History Team has a meeting scheduled for Thursday, September 6<sup>th</sup>.

The Parks and Recreation Committee met last week. The topic for discussion was programs. The conversation centered around providing some winter programs. They are looking at having two family open skates at the Civic Center (in January and March, 2019) and a trip to the Strong Museum of Science for students during one of the school breaks. There is room for improvement in the Senior Program. There was a discussion about the possibility of utilizing some of the services of the City. There is a meeting scheduled in the next couple of weeks to discuss various active adult activity programs, to be included in the 2019 Projects.

## **Special Events Committee**

Wolverton Cemetery – The CBs are coming on September 8<sup>th</sup> with chain saws and other equipment to clean up the cemetery. People will not have access to private property; however, there will be an easement. Access for mowing will be granted twice a year. Peter Ellison will take care of the tombstones. Doug had discussed possible subdivision with John Casey.

Halloween at Onanda Park, October 27<sup>th</sup>. Help is needed with parking and setup. This year Bristol Mountain will be bringing a Mobile Ropes Course for children aged 4 – 12. There will be an article about it in the September Newsletter.

## **UPCOMING MEETING TOPICS**

Uptown Feasibility Study – Update

### ➤ **ADJOURNMENT AND NEXT MEETING**

THE MEETING WAS ADJOURNED AT 11:02 AM.

Next meeting: September 18th, 2018

Next Uptown Steering Committee meeting: Friday, 9/14/18, at 10:30 AM, to be held in the Courtroom.

# 6. Implementation

## FIVE-YEAR CAPITAL IMPROVEMENT PLAN

### General

The following capital improvements are based on the proposed "Recommendations" and are believed to be possible within the five-year period of this plan.

Estimates of state, federal, or other aid that would reduce Town costs are not included, however available through the states consolidated Funding Application Process.

Estimated costs are based on current contracted professional and construction costs in the geographic area for appropriate quality of municipal construction. Costs should be reviewed and adjusted annually to reflect changes in construction costs. **Capital improvements and capital budgets will be adjusted and approved on an annual basis as part of the Town budget process.**

### Proposed Actions - 2018 through 2028 (in 2018 dollars) (Goal 3, Objective 2)

- Immediate = 2018 Planned Improvements
- Phase 1 = Near Term Improvements (1 to 4 Years)
- Phase 2 = Mid Term Improvements (5 to 7 Years)
- Phase 3 = Long Term Improvements (8 to 10 Years)

#### Onanda Park

##### Immediate:

Septic Replacement (2018)	125,000
Trail Improvements (signs, steps, clearing, markers)	5,000
Subtotal	\$130,000

##### Phase1:

ADA compliant path to playgrounds (90 LF @ \$40/LF)	3,600
ADA compliant path to all cabins, lodges, & pavilions (LF @ \$40/LF)	4,000
Cabins/Halls Improvements & Roof Replacement: 2017-2022	174,000
ADA accessible beach component	8,000
Concrete dock pad for ADA beach component	2,000
Subtotal	\$191,600

##### Phase 2:

Kiosk	10,000
Playground Improvements ( New 2-5 yr old set)	60,000
Subtotal	\$70,000
<b>Total</b>	<b>\$381,600</b>

##### Phase 3:

- Winterize Cabins (2-3)
- Trail from McJannett Park (\$21,600)
- Cabins/Halls Improvements & Roof Replacement (Town Capital Improvement Plan)

#### Leonard R. Pierce Park

##### Immediate:

Softball Field Improvements	20,000
Remove Poison Ivy along creek (.2 acres)	1,500
Subtotal	\$21,500

##### Phase 1:

ADA compliant path to playgrounds and pavilions (56 LF @ \$40/LF)	2,240
Walking path along creek (540 LF @ \$3/LF)	1,620

	Subtotal	\$3,860
Phase 2:		
Trail to Cheshire Center (1,250 LF @ \$3/LF)		3,750
Kiosk		10,000
Volleyball Court Improvements		4,000
	Subtotal	\$17,750
	<b>Total</b>	<b>\$43,110</b>

Phase 3:  
 Add Parking  
 Cabins/Halls Improvements & Roof Replacement (Town Capital Improvement Plan)

### Blue Heron Park

Immediate:		
Walking Path Improvements (3,770 LF @ \$8.50/LF)		32,045
	Subtotal	\$32,045

Phase 1:		
Kiosk		10,000
Bird watching signage		1,500
Remove Adirondack Chairs/ Add Benches (8)		8,000
ADA compliant path to all pavilions & paths (400 LF @ \$40/LF)		16,000
Bocce Courts (2 @ \$4000)		8,000
Horseshoe Courts (2 @ 1500)		3,000
	Subtotal	\$46,500

Phase 2:		
Raised Edible Gardens, 8 Timber planters @ 800ea		4,000
Upgrade Existing Parking, pave & stripe		60,000
Playground (2-5 & 5-12)		120,000
Upgrade Disc Golf		2,000
	Subtotal	\$186,000
	<b>Total</b>	<b>\$264,545</b>

Phase 3:  
 Connection to New Development to Northeast  
 Band/Stage Shelter (\$120,000)  
 Fishing Platform (\$20,000)  
 Install Additional 10 Parking spaces (\$30,000)  
 Pavilion, picnic (\$60,000)  
 Restrooms (\$210,000)  
 Cabins/Halls Improvements & Roof Replacement (Town Capital Improvement Plan)

### West Lake Schoolhouse Park

Immediate:		
Crosswalk Pavement Markings (w/ moveable sign)		1,000
Flagpole and lighting (Remove Exist. Flagpole)		3,500
	Subtotal	\$4,500

Phase 1:		
Bike Racks (2 @ \$600)		1,200
Benches (3-6ft. @ \$ 1,000 Ea.)		3,000
	Subtotal	\$4,200

Phase 2:		
Kiosk		10,000

Subtotal	\$10,000
<b>Total</b>	<b>\$18,700</b>

**Richard P. Outhouse Park**

Phase I:

Kiosk	10,000
Athletic Fields Improvement (Grading & Drainage)	6,000
ADA path to all playgrounds, lodges, & pavilions (95 LF @ 40/LF)	3,800
Subtotal	\$19,800

Phase 2:

Small open air pavilions & benches near fields 2@ea 12,000	24,000
Benches (3-6ft. @ \$ 1,000 Ea.)	3,000
Subtotal	27,000
<b>Total</b>	<b>\$46,800</b>

Phase 3:

- Pave Walking path (\$112,500)
- Softball Field (\$60,000)
- Box Lacrosse field (potential) (180' x 80') (\$40,000)
- Cabins/Halls Improvements & Roof Replacement (Town Capital Improvement Plan)

**West Outhouse Park (Proposed, 17.8 acre)**

Phase 1:	0
Subtotal	\$0

Phase 2:

Multi-Use Athletic Fields (2 @ 100,000ea)	200,000
Informal recreational field	84,000
Restrooms building	180,000
Entrance Road (\$40LF)	160,000
Picnic Pavilion	80,000
Parking for 80-100 cars (paved)	180,000
Utility Connections & Drainage	120,000
Landscaping & Amenities	60,000
Walking Trails & Sidewalks	170,000
Playground	120,000
Basketball Court	50,000
Storage Shed/Building	60,000
Small open air pavilions & benches near fields 2@ea 12,000	24,000
Kiosk	10,000
Subtotal	\$1,498,000
<b>Total</b>	<b>\$1,498,000</b>

**McJannett Park**

Phase 2:

Trail to Blue Line Stream (1,250 LF @ \$3/LF)	3,750
Kiosk	10,000
<b>Total</b>	<b>\$13,750</b>

**Miller Park (proposed)**

Immediate:

Signage	1,000
Miller Park (Trail, parking and Tree Plantings)2017-2019	42,000
Subtotal	\$43,000

Phase I:	
Gazebo	15,000
Platforms for birdwatching	10,000
Agricultural History Sign	2,000
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Subtotal	\$27,000
Phase 2:	
Kiosk	10,000
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Subtotal	\$10,000
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<b>Total</b>	<b>\$80,000</b>

**Trails**

Assume \$5,000 per year for trail amenities, maintenance equipment, and materials for Town-owned trails	25,000
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Subtotal	\$25,000

**Town Capital Improvement Plan**

Auburn Trail 2019-2022	400,000
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<b>Total</b>	<b>\$425,000</b>

**Parks and Recreation Master Plan**

Five-Year Update (2022) (Goal 4, Objective 1)	30,000
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<b>Total</b>	<b>\$30,000</b>

**FIVE-YEAR CAPITAL PLAN TOTAL**

**\$2,811,505\***

<i>Immediate:</i>	\$231,045*
<i>Phase 1:</i>	\$347,960*
<i>Phase 2:</i>	\$1,832,500*
<i>Town Capital Improvement Plan</i>	\$400,000

\*Proposed figure are estimates and will need to be continually reviewed and adjusted on an annual basis as part of the Town budget process

**Continuous**

- Improve and/or provide greater Lake Access
- Provide greater program choice for Seniors/Active-Adults
- Obtain Easements or Property Rights to fully connect Peanut and Auburn Trails.
- Obtain Easements or Property Rights to connect Pierce Park to County Road 16.

**Park Planning** (Goal 3, Objectives 1 and 2)

Master Development Plans

Prepare master plans for the ultimate development of future and existing parks:

1. Blue Heron Park- Upon acquisition of additional adjacent lands, a comprehensive Master Plan should be prepared to re-assess the Towns goals and needs for this park and how it will serve the surrounding developing neighborhoods. The plan should address various important uses such as access, pedestrian, bicycle and vehicle, parking, safety, drainage, and management issues.
2. Richard P. Outhouse Park and Outhouse West Park- A comprehensive master plan is needed to maximize the efficiency of this heavily used Town resource. The plan should coordinate proposed uses for the 17.8 acres of vacant land as well as a comprehensive review of pedestrian, bike, and vehicular access, parking, safety, drainage, facility conditions, and possible new facilities (i.e. box lacrosse).
3. Community Center Study- Based on input from the public and committee, the Town should commission a study for the feasibility of a Town-owned and/or a Town/City owned and operated

Community Center through shared services. An analysis as well as design for what such a facility would look like is needed.

4. Band Stage/Shelter Study- A comprehensive study and analysis is needed to determine best location and the size and design needed for a Town-owned Band Stage/Shelter. Once the study and analysis is complete and the location and size of the Band Stage/Shelter is determined, the Town should start programming for this facility. Suggested programming are a monthly outdoor movie night, a weekly concert program, and a Shakespeare in the park program when the weather allows. A well designed and publicized venue will increase local and regional tourism to the Town, and the Town should work with the Finger Lakes Tourism Alliance to help promote this new Town asset.