



Planning Board

Monroe County, New York

Adam J. Bello
County Executive

William Santos
Chairman

Monroe County Planning Board Meeting Minutes, November 20, 2025

A meeting of the Monroe County Planning Board (MCPB) was held on November 20, 2025, at 3:30pm, in person, via Zoom, and live streamed on YouTube.

Members Present: William Santos, MCPB Chair; Dave Watson, citizen member; Millie Sefranek, citizen member; Tyrese Bryant, citizen member; Elizabeth McDade, citizen member; Milton Pichardo, citizen member; Victor Sanchez, citizen member (joined 3:39); Robert Colby, Legislator; Rachel Barnhart, Legislator; Jennifer Cesario, Dir. of Finance; Richard Tantalo, Dir. of Public Safety

Alternates Present: Adrienne Green, Law Dept. (for Deputy Co. Exec. Jeff McCann); Andy Fraser (for Sean Murphy, Chief of Engineering & Facilities Mgmt, DES); Joe Taddeo, Finance; Kristina Daugherty, Public Safety

Planning Staff Present: Patrick Gooch, Sr. Assoc. Planner; Lisa Huntoon, Asst. to the Secretary to the Board.

Others Present: Parks Department: Patrick Meredith, Director; Robert Kiley, Deputy Director; Ashlee Long, Parks Administration Manager (all via zoom)
Information Services: Jennifer Cougle, Director
Law Department: Josh Pheterson, Sr. Deputy County Attorney

Chairman Santos called the meeting to order at 3:32 pm.

APPROVAL OF THE September 25, 2025 MEETING MINUTES:

Motion: Legislator Barnhart **Seconded:** Legislator Colby

Vote: Motion Approved

ANNOUNCEMENTS and COMMUNICATIONS:

- Chairman Santos announced members Andrew Hollister and Orlando Rivera have concluded their appointment terms and thanked them for their service as well as the contributions to the board over the last several years.
- Chairman Santos welcomed new board members appointed by the Monroe County Legislature, Elizabeth McDade, Milton Pichardo, and Victor Sanchez to the board.

ACTION ITEMS:

a) Amend the 2025-2030 Capital Improvement Program and the 2025 Capital Budget to add a project entitled “AIDS Remembrance Garden Rehabilitation” in the amount of \$250,000.

Presenter: Robert Kiley, Parks Department

Discussion: Mr. Kiley stated that the AIDS Remembrance Project is grant funded in the amount of \$250,000, through the Community Resiliency, Economic Sustainability, and Technology (CREST) Program, administered by the Dormitory Authority of the State of New York. The project entails rehab, replanting and revegetating the garden in Highland Park. Ground was originally broken in 1993 and has been well maintained for the past 30 years however, the grant funding will allow for the opportunity to enhance the garden with fresh plantings, flowers, shrubs and trees as well as review the condition of walkways and benches.

Mr. Kiley provided the below information in response to questions from the Board:

- The area of the garden is approximately a quarter acre or less.
- The County will initially pay for the project and then seek reimbursement from the State.

Motion: Mr. Watson

Seconded: Mr. Bryant

Vote: Motion Approved

b) Amend the 2025-2030 Capital Improvement Program and the 2025 Capital Budget to add a project entitled “Seneca Park Recreational Access Improvements” in the amount of \$621,000.

Presenter: Robert Kiley, Parks Department

Discussion: Mr. Kiley explained that this project was identified by the US Fish and Wildlife Service as part of a restoration plan and environmental assessment of the Genesee River and the river's watershed in 2019. The source of the funding comes from a 2014 settlement for damages from Kodak to compensate for environmental impacts and natural resource degradation in the Genesee River. The Fishing and Recreation Lower Genesee Access Dock Deck project was identified as part of that 2019 report. Initially, New York State Dept. of Environmental Conservation (DEC) intended to handle the project independently. However, in 2023, DEC asked Monroe County Parks to take on the project. The intent of the project is to create an ADA accessible pathway to the water's edge at the northern end of Seneca Park and to install an accessible dock. The project includes improvements to an existing parking lot and trail, as well as the installation of an ADA accessible canoe and kayak launch on the Genesee River in Seneca Park. The dock system is likely to replicate the docking structure Parks installed at Churchville Park, allowing for a variety of individuals with differing needs, which is a very universal docking system.

The Board received five questions from the public; Parks Department provided responses to these questions:

1. Since the 6-year CIP and current 2025 budget are being amended, what is the driving force behind this project? Was there a study or community petition generated or something else that precipitated this amendment?

Response: The driving force behind this project was the 2019 report by US Fish and Wildlife Service.

2. What process does the Parks Department and Administration use when determining what project is important enough for a budget amendment?

Response: Acceptance of the funds from the State of New York.

3. Is the ADA launch going to be installed at Trout Lake?

Response: This would be installed on the Genesee River.

4. Will the Rochester Olmsted Parks Alliance be notified of this work?

Response: Conversations have taken place with the Olmsted Alliance although this section of Seneca Park was likely not part of the original Olmsted Park and MC Parks will be moving forward with them in a coordinated fashion.

5. Can we have the Seneca Park Master plan made publicly available? (Not talking about the Seneca Park Zoo master plan)

Response: The Master Plan is available on County website:

<https://www.monroecounty.gov/files/parks/Studiesandplans/SenecaParkMasterPlan.pdf>

Mr. Kiley provided the below information in response to questions from the Board:

- The project completion timeframe would be 2027 at the earliest.
- The project location is at the end of Seneca Park Avenue
- The \$621,000 was based on the previous restoration documents from the US Fish and Wildlife Service in 2019.
- Compared to this project, the Churchville Park project didn't have any trail or grading work and the access is considerably easier. Andy Fraser from DES provided that the cost of the ADA accessible canoe and kayak launch dock project at Churchville Park was \$193,000 in 2024.

Motion: Legislator Barnhart

Seconded: Mr. Tantalo

Vote: Motion Approved

c) Amend the 2025 Capital Budget to increase funding for the project entitled "ERP System Replacement Project" by \$400,000, from \$12,600,000 to \$13,000,000.

Presenters: Jennifer Cesario, Finance and Jennifer Cougle, Information Services

Discussion: Ms. Cesario explained the increase for the Enterprise Resource Planning (ERP) System is due to the extension needed to be certain all aspects of Human Resources and Payroll are correct before going live. She explained the amendment is to move funding from one cash capital fund to another cash capital fund to make it smoother going forward to have the ERP project all in one place.

Ms. Cesario and Ms. Cougle provided the below information in response to questions from the Board:

- The ERP System manages and integrates the county's functions for financials, purchasing, work orders and HR, including payroll and benefits.
- The overall Capital Budget is not changing and is all cash funded.
- The new Workday system will bring a more modern and user-friendly system.

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- A formal RFP process was conducted for vendor selection, and Workday was chosen because it was the best system for our needs.
- The new ERP system is software as a service, meaning updates are applied automatically as part of the annual subscription. The annual fee will be included in the IS annual operating budget.
- Workday is also used by University of Rochester and City of Rochester

Motion: Legislator Barnhart

Seconded: Mr. Taddeo

Vote: Motion Approved

OTHER BUSINESS:

2026 Monroe County Planning Board Meeting Schedules were distributed.

NEXT SCHEDULED MEETING:

- December 18, 2025 at 3:30 pm

ADJOURNMENT:

Motion: Ms. Cesario

Seconded: Legislator Colby

Adjournment: 4:07 pm

