

**CITY OF WARREN PARKS & RECREATION COMMISSION  
REGULAR MEETING  
APRIL 7, 2015**



The meeting was called to order at 4:35 PM, April 7, 2015. Members present were Dennis Crandall, Kirk Johnson, Mark Zavinski, Judy Wilson, and Todd Ristau. Mike Suppa and Jackie Angove were absent. Also attending was Mary Ann Nau, City Administrator; Nancy Freenock, City Manager; Mike Holtz, DPW Director, David Hildebrand, Planner / Development Administrator; and Sandy Larson, Clerk.

**VISITORS**

Kiley Fischer - WTO

**MINUTES**

Upon motion by Mrs. Wilson and second by Mr. Crandall, the minutes of the February 3, 2015, regular meeting were unanimously approved.

**ELECTION OF OFFICERS**

Mrs. Wilson motioned to keep the same Officers; Dennis Crandall, Chairman; Todd Ristau, Vice Chairman, and Jackie Angove, Secretary. Mr. Zavinski second the motion and was unanimously approved.

**STAFF REPORTS**

**Betts Park** – Mrs. Freenock indicated the restrooms will be refurbished and Inscale is doing the architectural work. The group supporting this would like to see the current building reused since the structure seems to be sound enough. What will likely happen is the storage room would be made smaller and the concession will no longer be in that facility.

**Creola Field** – Mrs. Freenock stated another part of the Betts Park project is the repurposing of Creola Field. This project was also given to Inscale, along with a development of a Master Park Plan. Nothing has yet been provided for this project, but the Grant due date is April 16, so everything will have to be ready to go before then. Mr. Crandall asked if it would become a softball field now instead of a baseball field and Mr. Holtz replied that it would become green space and possibly a little park, with a gazebo and a stone to memorialize Nick Creola, so his memory remains. Mr. Holtz indicated the majority of this area will be grass for now.

Mrs. Nau stated there was an adult flag football program there last year that was really successful and they will probably use that again.

Mrs. Nau stated this will be all grant funding, but not a project for this year. Mr. Holtz stated part of the work could be done in-house by taking out the fences and baselines.

**Greenways and Trail Summit** – Mrs. Nau indicated the sponsorships for this have gone out. The City, County, ACC, WCCBI, and the Visitor's Center have already committed \$500. There is a sub-committee just doing sponsorships and need to raise \$7,000 - \$8,000, but some of that can be in services as well.

The event will start out on a Sunday at Breeze Point Landing with registration beginning at noon. If it's a rainy day, the registration will be changed to the ACC. Mobile workshop will be going on from 12-5 that day with one of them being the River of the Year / Paddling the Conewango, possibly one of the trips being a moonlight paddle. There will be a visit to the Kinzua State Park along with hiking / biking, etc. At 6:00 there will be a reception at Struthers Library Theater followed by a dinner at the Conewango Club hosted by the Mayor. Mrs. Nau stated the Parks and Rec Commission and other Committee members could help at the Conewango Club by welcoming this group from all over Pennsylvania.

Monday will be a full day of fun in the classroom, with headquarters at the Holiday Inn in the morning and go to the ACC in the afternoon.

Tuesday will be back at the Holiday Inn again to conclude training, etc.

The keynote speaker is not known at this point.

Friday, April 10, 2015 will be a Summit meeting with all the sub-committees, where they will start discussing more details.

Mrs. Nau stated that the one thing missing from Warren that hasn't been able to drive the trails forward is not having a Trail Committee. Mrs. Nau believes that by the end of this summit, Warren will have a Trail Committee, due to the cooperation of all the groups involved.

Responding to Mr. Johnson's question, Mrs. Nau stated there is a sponsorship level above \$500 as well as different events you could sponsor under the \$500 mark and working down from there. The list should be included in the mailing, which just went out.

Mr. Crandall asked if any help is needed now. Mrs. Nau replied that as of now, no, but there will be a point where volunteers would be sought especially for entertainment on Sunday night and at registration where there will be a picnic-like cookout.

## **BUSINESS**

**Tennis Court Agreement** – Mrs. Freenock stated she met with the tennis coach about the new fee going from \$500 to \$1,200 this year and he's having a hard time with that and he presented her a list of all the clean-up and maintenance they do for the tennis courts to prepare for the season and before / after each match. Mrs. Freenock is asking the Commission if they would consider stepping the fee up for a period of three years. Mrs. Freenock gets the impression the School District doesn't contribute and this fee comes solely out of the Booster's Fund.

Mrs. Nau stated a Sub-Committee worked on this fee and considered the recommended gradual increase of, \$1,200 for 2015, \$1,350 for 2016, and \$1,500 for 2017 to reach the desired fee. To arrive at the current amount, a Sub-Committee looked at the current user rates for Resident vs. Non-Resident which is \$10 / \$12 for two (2) hours. Mrs. Nau stated the Tennis Courts are used by the School District a total of 144 hrs per season and they meet in the spring and fall for a total of 288 hours / year. Using the Resident rate of \$10 for two hours, the School District would pay \$1,440 / year and that is why the \$1,500 amount was chosen.

Mr. Zavinski felt they should be on the same level as everyone else, but would have no problem helping them by gradually increasing the fee as long as it was understood that by the end of three years, they would be paying the full amount.

Upon motion by Mr. Crandall and second by Mr. Zavinski, the Commission, despite mixed feelings, agreed to revise the Tennis Court Fee gradually by raising the fee for three years as follows: \$500 to \$850 for 2015, \$850 to \$1,150 for 2016 and \$1,150 to \$1,450 for 2017, giving them a \$50 discount.

Mrs. Nau stated this fee schedule will go back to Council in April for approval.

**Reservation Fee for Pavilion at Pool (during normal operating hours)** – Mrs. Nau stated the YMCA Pool Manager / Coordinator suggested we should allow for a pool party while the pool is open by reserving the pool pavilion, which only allows for about 48 people. Mrs. Nau stated this would require staffing an extra guard or two on those occasions. Reserving the pavilion would also allow access to the pool. The fee structure would be based on the fees already established for private parties which are: resident pass holder, non-resident pass holder, resident non-pass holder, and non-resident non-pass holder.

If this is approved Mrs. Nau will take this to Council in April for approval.

Mrs. Nau stated she has a meeting with the YMCA tomorrow, April 8 at 1:00 to start the marketing.

In response to Mr. Ristau's question, Mrs. Nau stated a pavilion rental would include the pool rate and that special bracelets would be needed.

Mrs. Nau also stated a reserved sign would be posted on the pavilion prior to the party. The reservation policy would be similar to the current pool reservation policy.

Upon motion by Mr. Zavinski and second by Mrs. Wilson, the Commission unanimously approved reserving the pavilion for a pool party during normal operating hours.

#### **NEXT MONTH'S MEETING**

Next month's meeting will be Tuesday, June 2, 2015 at 4:35 PM.

#### **ADJOURNMENT**

There being no further business to come before the Commission, Mr. Crandall declared the meeting adjourned.