

**CITY OF WARREN PARKS & RECREATION COMMISSION  
REGULAR MEETING  
DECEMBER 1, 2015**



The meeting was called to order at 4:35 PM, December 1, 2015. Members present were Dennis Crandall, Jackie Angove, Kirk Johnson, Mark Zavinski, and Judy Wilson. Todd Ristau, and Mike Suppa were absent. Also attending: Mary Ann Nau, Mike Holtz, David Hildebrand, and Jessica Roudybush.

**VISITORS**

Josie Gerardi

**MINUTES**

Upon a motion and second to accept the minutes of the October 6, 2015 regular meeting, the minutes were unanimously approved.

**CORRESPONDENCE**

**PA Parks & Recreation Flyer** – Ms. Nau informed those in attendance that the PA Recreation and Parks Society (PRPS) website is available and urged everyone to check it out. As part of the 2014-2019 State Comprehensive Outdoor Recreation Plan, there is an initiative to determine the direction that municipalities wish their Parks and Recreation programs to take. A toolkit is available on the website. This will be added to the agenda for the February meeting.

**RECOGNITION OF VISITORS**

Josie Gerardi was in attendance as a representative of the Street Landscape Committee. A member is concerned about some of the trees at the park, that there is a safety issue with some of the evergreens that need trimmed, especially along the path. The lower branches need to be trimmed.

Mr. Hildebrand stated that the arborist can take a look and assess the situation. He also gave a brief history of the trees at the park. Mr. Johnson noted that if the branches are trimmed that the branch stumps should be removed as well for aesthetic purposes.

Mr. Hildebrand also stated that some of the trees are growing into the fence at the edge of the park that does not belong to the City. Mr. Holtz said that the fence belongs to PennDot and that the fence line is always an issue. Mr. Holtz will talk to the PennDot supervisor so see if they would be willing to maintain that area.

It was reported that in 2015, 60 trees had been planted in the spring, and 60 additional trees had been planted in the fall through the “Tree-vitalize” grant.

**REPORT OF OFFICERS**

No report.

**REPORT OF SPECIAL COMMITTEES**

No report.

**STAFF REPORTS**

**2015 Pavilion Statistics** – Ms. Nau reviewed the handouts showing the 2015 pavilion reservations and the 2013-2015 comparison of usage and fees.

Ms. Wilson asked if the pavilion reservations are posted each week. Ms. Roudybush advised that they are posted at each pavilion on Thursdays. Ms. Wilson also asked if reservation fees are refunded if the pavilion is not used. All pavilion reservation fees are non-refundable.

Ms. Nau noted that there has been a decline in the number of softball teams utilizing the park, but flag football has picked up.

The commission discussed the possibility of Breezepoint Landing being made available to the public for reservations. The codes department does occasionally get requests for its use.

### **NEW BUSINESS**

**2016 Fee Schedule** – Ms. Nau asked if anyone thought that the fees were out of line. It was noted that the codes department still gets complaints from the public about the cost of the rentals (mostly from non-residents that are required to pay a higher fee). It was agreed that there would be no change in fees for 2016.

**2015 Greenways & Trails Summit** – Ms. Wilson asked if Warren would be eligible for any grants/funding as a result of the Summit. Ms. Nau noted that we would need a trails committee to pursue that type of program/funding. She also noted that we should look into creating a trails map for Warren.

**Bicycle Lanes** – Mr. Crandall asked if there had been any discussion around adding bike lanes to city streets. Mr. Holtz said that they are hard to implement because you have to have lanes on both sides of the street and space becomes an issue.

**Drones** - Ms. Nau said that she expects that drones in the parks will become an issue in 2016.

**Overlook** – Ms. Wilson asked how the plans are progressing for the overlook. Mr. Hildebrand is working on it and it is moving along. Mr. Holtz will bring plans to the February meeting. The Overlook will extend slightly over the bank and Mr. Hildebrand noted that it will have a roof and will be designed so you can still look up to see eagles and other birds, etc. The trail will go from the Hickory Street Bridge to about the end of General Joseph Warren Park. The arborist has been involved in the project in order to bring in trees that will attract more birds, etc.

**Property Maintenance** – Ms. Angove asked if anything can be done about unsightly window treatments in upstairs apartments in the downtown. Ms. Nau discussed the property maintenance ordinance and explained what we can enforce and what we cannot. The city cannot enter a property without permission from the owner/tenant.

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

Next month's meeting will be Tuesday, February 2, 2016 at 4:35 PM.

### **ADJOURNMENT**

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