

**CITY OF WARREN PARKS & RECREATION COMMISSION
SPECIAL MEETING
September 15, 2020**



The meeting was called to order by Mike Suppa. Members present were Jackie Angove, Kirk Johnson, Mark Zavinski, Kris Whitaker, and Judi Wilson (via Zoom). Also attending from City Staff were Nancy Freenock, City Manager, Mike Holtz, DPW Director, David Hildebrand, Planner/Developer Administrator and Larina Zimmerman Recording Secretary.

MINUTES

Mrs. Whitaker made a motion to accept the August 4, 2020 minutes as presented. The motion, seconded by Mrs. Angove, was approved by unanimous vote.

CORRESPONDENCE

None.

RECOGNITION OF VISITORS

Josh Cotton, Times Observer reporter

REPORT OF OFFICERS

None.

REPORT OF SPECIAL COMMITTEES

None.

CITY STAFF REPORTS

Note-Lacy Pavilion – There is an issue with the new Pavilion. The issue is that the foundation posts are not centered with the wooden Pavilion posts. The City and the Contractor are discussing this issue and are trying to come up with a solution.

OLD BUSINESS

Lacy Park Opening Celebration – Invitations went out Friday September 11, 2020, Mrs. Freenock has a copy of the invitee list if anyone would like to review it. The Secretary of DCNR was asked to be the Guest Speaker. Unfortunately, she has a prior commitment, the Regional Director will speak on her behalf at the Ceremony. The City also invited the Secretary of Human Services, Senator Hutchinson & Representative Rapp to speak but have yet to hear back from them.

The program is still being prepared. Mrs. Freenock passed around a copy of the program that used for the Veteran's Memorial Bridge Ceremony; she said the Lacy Program would be like this program.

Warren Youth Orchestra will play the Star-Spangled Banner at the ceremony and the Mayor will welcome everyone and give a brief history of Lacy Park. Mrs. Freenock suggested that after the Mayor welcomed everyone, Adam Meno from the Rotary could also speak on behalf of the Rotary Club. Mrs. Whitaker wanted Mrs. Freenock to e-mail her a copy of the program & the list of people who were asked to speak.

Mrs. Freenock mentioned that the Orchestra has other songs they could play at the end when people are having refreshments. Mrs. Whitaker thought that was a good idea. Because of the COVID-19 guidelines they are still deciding on the type of refreshments to serve. Originally, they wanted to do a cake but are thinking cupcakes would be better. Warren Shur-Fine offered hotdogs, rolls, condiments, and charcoal grill; they are thinking of a beverage in a container.

Mrs. Freenock asked if they needed tables or chairs? Mrs. Whitaker said they were not thinking of chairs because they would have to be sanitized before and after the ceremony. Mr. Holtz mentioned that the City has several picnic tables that could be set up on the parking lot. Mrs. Freenock suggested that everyone meet Tuesday afternoon to see how to set everything up. Mrs. Whitaker will know what the refreshments will be at that time. Mrs. Freenock suggested to post on the City's website to bring your own chair.

Mr. Suppa asked about having the schools bring children down and he asked if that still happening? Mrs. Whitaker replied that the schools were not going to have the children bused to the event. They are thinking families could bring their own children.

Mike Suppa asked how would the word get out to bring families? Mr. Holtz thought the Rotary Club maybe able to get the word out. Mrs. Whitaker thought it would be listed in the newspaper and the City could contact the Channel 12 News in Erie. Mr. Holtz said he would contact Channel 12.

Mr. Holtz also mentioned the City has about 20 green benches that could be set up instead of the picnic tables.

A reminder that the Lacy Park Grand Opening is open to the public.

Mrs. Angove suggested that Mrs. Whitaker check with Karen Martin, with the Russell United Methodist Church, about getting individual containers to use for cupcakes, they have used these types of containers at their bake sales. Mrs. Freenock said the City can pick up a couple cases of water.

NEW BUSINESS

Letter to the Editor – There was a “Letter to the Editor” in the WTO regarding the new retention pond at Lacy Park. The letter stated that there is not a pond at Beaty but one at Lacy Park. There were not any new impervious surfaces added at Beaty, therefore a pond was not needed. There were new impervious surfaces added to Lacy due to the new asphalt parking lot and the additional concrete for the new pavilion that was added to Lacy. These additions required that a retention pond be built per the PADEP.

The letter also said that the pond might pose a safety hazard to the children. The City intends to plant wildflowers as well as other types of plantings to the area and hopes to make it a butterfly garden. It is too late this year to plant. The City will look at doing this in the spring of 2021. The City hopes that the Master Gardeners would give them suggestions on what type of plants to be planted to make a butterfly garden. Mrs. Whitaker said that she is a member of the Master Gardeners, and the group is not meeting currently due to COVID-19 and the Gardeners are not allowed to take on new projects at this time. She suggested that the Warren Garden Club be contacted.

Mrs. Freenock handed out draft copies of the City Warren Recreation Park and Open Spaces Plan & a maintenance list. She said the City is going to be revisiting the Comprehensive Plan and the Rec Plan is part of the Comp Plan. She asked if the Members of the Commission could review the plan and make any suggestions and/or additions they might have. The City would then send their input back to the Consultant. Mrs. Freenock said they could e-mail their suggestions to Larina.

Mr. Suppa questioned if the Commission needed to meet on October 6th. It was suggested the meeting could be rescheduled to November 10, 2020. This would give everyone time to look the draft report and get the information back to the City. Mrs. Freenock is going to ask Amy Wiles, Recreation Planner, to attend the November 10th meeting so that the members could ask Amy questions.

Warren Area School District – The school will be using the trails at Betts Park for their Cross Country meets this fall. The School District cannot hold these events at the Warren State Hospital Grounds this year because the soccer teams are using the fields. The Cross-County Meets are about an hour in length and the City is going to try to keep the restrooms open for them, weather permitting.

MISCELLANEOUS

None

ADJOURNMENT

There being no further business to come before the Commission, Mr. Zavinski made the motion to adjourn meeting. The motion was seconded by Ms. Wilson.

NEXT MEETING

Meeting is scheduled for November 10, 2020 at 4:30pm.

Minutes prepared by Larina Zimmerman