

**CITY OF WARREN PARKS, RECREATION AND LANDSCAPE COMMISSION
REGULAR MEETING MINUTES
March 26, 2024**

The meeting was called to order by Co-Chair Michael Suppa via Zoom at 10:00 AM.

ROLL CALL

Members present were Mark Zavinski, Kristine Whitaker, Paula Bogart, Mary Conarro, Sherry Johnson, and Jackie Angove. Michael Suppa attended via Zoom. Also attending from City Staff were Mike Holtz, City Manager, Joe Reinke, City Arborist, and Barb Anderson, Clerk/Recording Secretary.

RECOGNITION OF VISITORS

Josh Cotton – Times Observer
Randy Rossey – City of Warren Codes Dept
Josie Gerardi – Garden Club

AGENDA APPROVAL

A motion to approve the agenda was made by Mrs. Conarro, seconded by Mrs. Bogart, and passed unanimously by those present.

MINUTES APPROVAL

A motion to approve regular meeting minutes from January 23, 2024, was made by Mrs. Conarro, seconded by Mrs. Angove and passed unanimously by those present.

CORRESPONDENCE

None

JOE REINKE, CITY ARBORIST, REPORT

Mr. Reinke reported work on the center of the Roundabout has started. The flag-pole have been put in place and 2 of the 3 trees will be going in the first week of April. Thirty-one trees are being picked up on Monday April 1, for the spring planting. Planting will be Tuesday and Wednesday. Great Lakes will be doing some tree removal the first week of April. Mulch is available for residents of the City at Betts Park.

MIKE HOLTZ, CITY MANAGER, REPORT

Mr. Holtz stated water will be turned on at city parks the beginning of April, weather permitting. Maintenance of city playgrounds will begin in the next few weeks. Table and chairs will be put out in April as well.

CECILE STELTER, DISTRICT FORESTER, REPORT

Ms. Stelter was not able to attend this meeting. She stated in an email to Mrs. Anderson that she will keep us up to date on the Tree City USA designation.

ARBOR DAY

The Arbor Day celebration will be held at the DeFrees playground on Fourth Ave at noon on Friday, April 26th. Josie Gerardi from the Garden Club stated they would be providing refreshments as well as purchasing the Sugar Maple that is to be planted.

POINT PARK REHAB GRANT APPLICATION

Mr. Holtz updated the grant application progress stating it will be submitted in April with construction to begin in the Spring of 2025. Mr. Reinke stated the approved design eliminates construction of the walking trail. The playground surface will be rubber type material.

C.A.R. POOL

An updated mock-up tri-fold was completed by Larina Zimmerman, which included pass rates. Mr. Suppa requested information of where the flyers were previously distributed. Mrs. Anderson will have that information available for the next meeting.

NEW SUNSHINE ACT

Mr. Suppa explained the recent changes to the Sunshine Act so all members of the commissions were aware.

MULBERRY PARK SURVEY

The survey will be distributed to residents of the northern part of the City in early April. The survey will also be available on the City's website. An engineer will be hired to comprise a plan for the park. A motion to approve the survey was made by Mrs. Conarro, seconded by Mrs. Bogart and passed unanimously by those present.

BOAT LAUNCH PROJECT

The boat launch will be located at the base of Liberty St near Breeze Point Landing. It will consist of a floating dock with a gangway. Engineers are currently working on drawings.

REMARKS FROM CHAIR

No remarks

ADJOURNMENT

With no further business before the Commission, the meeting was adjourned at 11:05 am. The next meeting is Tuesday April 23, 2024, at 10:00 am.

Submitted by,
Barb Anderson