

CITY OF WARREN PARKS, RECREATION AND LANDSCAPE COMMISSION
REGULAR MEETING MINUTES
August 27, 2024

ROLL CALL

Members present were Michael Suppa, Kristine Whitaker, Paula Bogart, Sherry Johnson, Mark Zavinski. Members excused included Jackie Angove and Cecile Stelter, Dist. Forester. Attending City Staff were Mike Holtz, City Manager, Joe Reinke, DPW Superintendent and City Arborist, and Kassie Damcott, DPW Administrator.

RECOGNITION OF VISITORS

Josh Cotton – Times Observer

AGENDA APPROVAL

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

MINUTES APPROVAL

A motion to approve regular meeting minutes from July 23, 2024, was made by Mrs. Bogart, seconded by Mrs. Johnson, and passed unanimously by those present.

CORRESPONDENCE

None at this time.

JOE REINKE, CITY ARBORIST, REPORT

Mr. Reinke reports it was a fairly uneventful month, with plenty of rain, which was good for the trees and gardens. Great Lakes Tree Service, the City's contracted tree company, will be in town in the coming weeks to remove several larger trees in the City, some of which are located downtown. The DPW crew, along with Great Lakes, will be focusing on deadwood trimming this Fall, with focus given to honey locust trees and sidewalks. Mr. Reinke received confirmation of the bare root tree grant for the fall, which will allow for the purchase of 20 trees, with the total number needed closer to 30 for Fall planting.

MIKE HOLTZ, CITY MANAGER, REPORT

Mr. Holtz reports the City is moving into budget season, with this comes plans for larger projects that will be discussed in the next agenda topics.

POINT PARK

Mr. Holtz stated a grant application has been submitted and is waiting on results this Fall. Mrs. Damcott reports the City has received notification that budget appropriation requests to Senator Casey and Senator Fetterman's offices are moving through the legislative processes and both offices have allocated funding toward Point Park for fiscal year 2025.

MULBERRY PARK SURVEY

Mr. Holtz reports the City's engineering firm, GPI, has put together a draft for the drainage plan. There is no cost associated with this plan yet, but the City intends to apply for an LSA grant for the plan.

BOAT LAUNCH

The City continues to work on the river access funding needed. The design plan will change the flow of traffic at Breezepoint Circle.

C.A.R. POOL

Mrs. Damcott reports that the passes sold year to date is much higher than in years past. The pool closed just over a week and a half ago. The cover is now on the pool and it has been winterized. The City staff has a splash pad call tomorrow and will explore the potential for a splash pad in the City.



PLAYGROUNDS

Mrs. Damcott reported the playground program closed on August 9th. The kids took several trips this summer over the course of the 8 weeks. Minimal issues were reported. A final report will be coming in the next weeks.

CIVIC BEAUTIFICATION AWARDS

Members discussed the award ceremony and how to improve upon the process next year. Recipients were appreciative of the gift cards. City Staff will ask that the award ceremony be posted/published on the website and social media.

ADJOURNMENT

With no further business before the Commission, the meeting was adjourned. The next meeting is Tuesday September 24th, 2024, at 10:00 am.

Submitted by,
Kassie Damcott