

**CITY OF WARREN PARKS, RECREATION AND LANDSCAPE COMMISSION  
REGULAR MEETING MINUTES  
October 22, 2024**

**CALL TO ORDER**

The meeting was called to order by Co-Chair Mark Zavinski at 10:05 AM.

**ROLL CALL**

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

**RECOGNITION OF VISITORS**

None

**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 September 24, 2024, was made by Mrs. Whitaker, seconded by Mrs. Angove, and passed unanimously by those present.

**CORRESPONDENCE**

None at this time.

**JOE REINKE, CITY ARBORIST, REPORT**

Mr. Reinke reports crews will be picking up the bare root trees on November 12<sup>th</sup>, planting them on November 13<sup>th</sup>. There are 23 trees to plant this Fall. Crews began fall leaf cleanup on Monday October 14<sup>th</sup>, nearly 2 weeks ago.

**MIKE HOLTZ, CITY MANAGER, REPORT**

Mr. Holtz reports the City Staff are working on the budget for fiscal year 2025. Staff has included money in the budget for the Mulberry Park DCNR grant application. After a meeting with Rapp and Hutchinson's offices to discuss grant applications for local support.

**CECILE STELTER, DISTRICT FORESTER, REPORT**

Ms. Stelter stated we are wrapping up fall foliage season, which initially started slow. There was not an exact date for peak colors here in Warren County. Ms. Stelter reports the hemlock woody adelgid treatment is complete at Anders Run.

**POINT PARK**

Mr. Reinke and Mrs. Damcott report they met with two representatives from Senator Fetterman's office to tour the Point Park project site, as well as the riverfront development project site. Awaiting DCNR grant announcement.

**MULBERRY PARK SURVEY**

This was discussed in Mr. Holtz's report.

**PLAYGROUND**

Mrs. Damcott reviewed pieces of the Playground Program final report. We will look to reach children outside of the City for registrations, as well as solicit additional donations.

Mrs. Damcott will provide the final report for the next PRLC meeting.

**REMARKS FROM CHAIR**

Mr. Suppa showed a video of in-ground trampolines he saw while on a trip overseas, as a potential suggestion for a new playground equipment idea.

**ADJOURNMENT**

With no further business before the Commission, the meeting was adjourned. The next meeting is Tuesday November 26, 2024, at 10:00 am.

Submitted by,  
Kassie Damcott