



VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | www.marvinnc.org

PARKS, RECREATION & GREENWAY BOARD MEETING

February 4, 2020 – 9 a.m. – Village Hall

AGENDA

AGENDA ITEM

1. Call to Order
2. Determine Quorum
3. Adoption of the Agenda
4. Adoption of Regular Meeting Minutes for: 1/7/2020
5. Public Comment Period

PARK MANAGERS UPDATE

- | | |
|---------------------------------------|-------------|
| 1. Park Project List..... | Derek Durst |
| 2. Picnic Shelter Bids Update..... | Derek Durst |
| 3. Tree Lighting Event Follow Up..... | Derek Durst |
| 4. Barn Storage Addition..... | Derek Durst |
| 5. Future Events..... | Derek Durst |

UNFINISHED BUSINESS ITEMS

- | | | |
|--------------------------------------------------|--------------------|--------------------|
| 1. Tullamore Phase II Greenway..... | Derek Durst | Rohit Ammanamanchi |
| 2. Amber Meadows Greenway..... | Rohit Ammanamanchi | |
| 3. NCDOT Litter Clean Up..... | Rohit Ammanamanchi | |
| 4. Parks & Greenway Master Plan Bids Update..... | Rohit Ammanamanchi | |
| 5. Capital Improvement Plan..... | Mary Sipe | |

NEW BUSINESS ITEMS

AGENDA ITEMS

- | | |
|--------------------------------|--------------------------------------------|
| 1. Review of Action Items..... | Barbie Blackwell |
| 2. Board Comments..... | PR&G Board
Members &
Council Liaison |

ADJOURNMENT



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PARKS, RECREATION & GREENWAYS BOARD

MEETING MINUTES

January 7, 2020 – 9 am – Village Hall

AGENDA ITEM

1. Call to Order

Chairperson Mary Sipe called the PRG meeting to order at 9:03 a.m.

2. Determine Quorum

The following Board Members were present: Mary Sipe, Andy Wortman, John Baresich, and Bob Nunnenkamp
Council Liaison Kim Vandenburg was present via phone.

Staff Present:

Rohit Ammanamanchi, Village Planner
Derek Durst, Park Manager
Julie Rothrock, Deputy Finance Officer

3. Adoption of the Agenda

ACTION: Mr. Baresich made a motion to adopt the agenda as presented. Mr. Nunnenkamp seconded the motion. The motion passed with unanimous vote.

4. Adoption of Regular Meeting Minutes for: 12/3/2019

Mr. Ammanamanchi clarified a statement he made during the December meeting regarding the trail setbacks. The DEQ allows a trail to be set 30ft from a stream and a sewer is allowed 50ft from a stream.

ACTION: Mr. Baresich made a motion to adopt the Regular Meeting Minutes of 12/3/2019 as presented. Mr. Wortman seconded the motion. The motion passed with unanimous vote.

5. Public Comment

There were no public comments.

PARK MANAGER UPDATE

1. Park Project List

Mr. Durst stated the Park Workday was held a week prior to the Tree Lighting Event. Volunteers were able to spread approximately half the mulch and cleared limbs and site lines.

2. Tree Lighting Event Debrief

Mr. Durst stated that logistically he felt the event went well. The dog booth and ice sculpture were popular, he feels the hot chocolate should have been prepared earlier, and some money was saved with purchasing treats.

Mr. Baresich stated there were unfortunate last minute changes to the scheduled performances due to late response from the school choir director regarding another choir commitment. He believes the choir and band groups still would like to participate in the future and the directors were very apologetic for the inconvenience.

Board discussion continued including thoughts for better promotion of the event in the future, lack of banners to advertise the event, lack of promotion in the elementary schools, needed digital communication, necessity of more lead time, and people leaving as soon as performances ended. Mr. Durst and the Board discussed some ideas for a more successful event including scheduling the same weekend each year, options for additional multi-use fields and parking, designated parking flow entrance and exit, and creating a preparation timeline checklist for the future.

Mr. Durst stated he is still understaffed at the park and could use assistance with planning park events. He feels this event could use an overhaul and presented some ideas: Better engagement of elementary school children, focusing on family-friendly participation, moving away from dance performances and focusing more on band and choir, using the barn space as a “Market” setting with crafts, photos, puppy booth, and other interactive vendors to keep people there for 90 minutes to 2 hours, and purchasing a large cut tree to be placed outside.

Mr. Nunnenkamp stated it was an embarrassment with the lack of support from Council at park events. Other than the support from Ms. Vandenberg, it is a disappointment.

Mr. Baresich added that the Mayor had in fact attended the event.

Ms. Vandenberg stated she hopes Council support will improve, and unfortunately, she could not attend this particular event because of a family commitment.

Ms. Sipe added that this would be a good discussion to include at the next joint Council/PRG meeting.

3. Barn Use

Mr. Durst stated he was approached by the Waxhaw Woodworking Group to rent out the barn monthly for its meetings. The group would also like to, at its own cost, build a closet/closed storage space to store its lathe.

Board discussion included the desire to not take up indoor barn space, possibly using this storage to store the park’s tables and chairs, outside placement options, acceptable dimensions, and the need for a scaled drawing to be presented.

UNFINISHED BUSINESS ITEMS

1. DEQ Request for Amber Meadows Trail

Mr. Ammanamanchi stated he does not have an update at this time, but the request has been submitted. He added: Regarding the Tullamore Trail, he has received a quote of \$2200 from Stantec to revise the Maintenance Agreement showing the easement area between the Village of Marvin and Tullamore Trail, and it will go before Council for discussion.

2. Marvin Road Boundaries for Greenway Grants

Mr. Ammanamanchi confirmed that the Marvin Road project does span from New Town Road all the way past Providence Road West to Hwy 521.

He presented a map showing the existing and proposed roads within the Federal Aid System and what the County Transportation Planner has submitted in its entirety. *(See attached Map is hereby incorporated as reference into the*

minutes.) This is a high traffic section and will include the Joe Kerr Road intersection to be included as eligible for possible grant funding in the Federal Aid System.

3. MARSH Education Program on Coyotes – January 21

Mr. Nunnenkamp stated the 2019-2020 Speaker Series will hold its next presentation on January 21 at 6:30 p.m. at Banks Presbyterian Church. This very timely topic on coyotes will be presented by Rupert Medford who is a wildlife biologist with the NC Wildlife Commission.

NEW BUSINESS ITEMS

1. Council Annual Retreat – February 7 & 8

Ms. Sipe stated this topic is included in case this Board has any issues it would like the Village Council to discuss at its retreat. She is going to speak with staff regarding the CIP and the Village Hall, and will ask the Council to bring up any specific matters relevant to the PRG.

AGENDA ITEMS

1. Review of Action Items

- Ms. Rothrock will look into seeing if the Village has any Tree Lighting banners in storage
- Mr. Durst will confirm what is the set December weekend the Town of Waxhaw holds its Tree Lighting Event
- The PRG will revisit discussion regarding overflow parking options at the park
- Mr. Durst will add the request for Council to discuss at its retreat future park event staffing
- The PRG members will give Mr. Durst any additional thoughts/ideas regarding changes to the Tree Lighting Event
- Mr. Ammanamanchi will inquire of NCDOT about its Litter Clean Up Program

2. Board Comments

Mr. Baresich thanked office staff, Mr. Durst, and park staff for their hard work on the Tree Lighting Event. It is a chore and he appreciates everyone.

Mr. Nunnenkamp stated he notices Marvin School Road is covered in litter and asked who is responsible for cleaning it up.

The inquiry to NCDOT was subsequently added to the Action Items.

ADJOURNMENT

ACTION: Mr. Baresich made a motion to adjourn the PRG Board meeting at 10:05 a.m. Mr. Wortman seconded the motion. The motion passed with unanimous vote.