



**TOWN OF HARRISBURG, NORTH CAROLINA
HARRISBURG TOWN HALL
PARKS & RECREATION ADVISORY BOARD MEETING**

**February 21, 2022
6:00 PM**

AGENDA

1. CALL TO ORDER

A. AGENDA ADOPTION

1. Meeting will be held via Zoom: Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://us02web.zoom.us/j/89679453441?pwd=UkRKcCs1VFJTQytDekFJRElhSGxOZz09>

Passcode: 983861

Or One tap mobile:

+13017158592,,89679453441# US (Washington DC)

+13126266799,,89679453441# US (Chicago)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346
248 7799 or +1 669 900 6833

Webinar ID: 896 7945 3441

International numbers available: <https://us02web.zoom.us/j/89679453441>

B. SPECIAL PRESENTATIONS

1. Harrisburg Arts, Culture and Heritage Committee Update

C. PUBLIC COMMENT - Anyone wishing to address the Board may do so during the Public Comment section. Please state your name and address for the record, be courteous and do not repeat what has already been said. Please keep your comments about the subject and not personal in nature.

2. CONSENT AGENDA

A. Approval of Minutes from January 18, 2022

3. OLD BUSINESS

A. Election of Officers

4. NEW BUSINESS

A. Splash Pad Update - Report from 2021

- B. Parks and Recreation Department Updates:
 - 1) Jim Spina - Parks and Recreation Director
 - 2) Shawn Marble - Assistant Parks and Recreation Director

5. **ADVISORY BOARD UPDATES**

6. **COUNCIL UPDATES**

7. **ADJOURNMENT**

Town of Harrisburg's Vision Statement

Harrisburg will be the best small town in North Carolina based on low density housing, excellent economic opportunities, a safe living environment, and efficient and effective municipal services. Amenities such as excellent recreational programs, adequate open space, attractive shopping opportunities, a diversity of restaurants, and a connected system of roadways, sidewalks, greenways, and bicycle lanes will continue to enhance the quality of life of the Town. These services and amenities will be provided while retaining reasonable tax rates and debt levels.



TOWN OF HARRISBURG

Agenda Item Details

Title:

Approval of Minutes from January 18, 2022

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

1. January 18, 2022 Minutes

MINUTES

Harrisburg Parks & Recreation Advisory Board Meeting

01/18/2022 at 6:01p.m.Meeting called to order in-person by Linda Thurman

In Attendance

Tim Morris Delroy Ross Brett Crosby
Linda Thurman Mohammed Idlibi Mike Thevenin

Absent: Carl Westine Jason Marshall

Board Administrators Present: Jim Spina and Shawn Marble

Council Member(s) Present: Rodney Dellinger

Planning and Zoning Member(s) Present: Sushil Patel

Agenda Adoption/Approval of Minutes

Motion was made to adopt agenda by Delroy Ross and seconded by Tim Morris. Motion passed unanimously.

Motion was made to adopt minutes from December 20th by Tim Morris and seconded by Brett Crosby.
Motion passed unanimously.

Special Presentations/Public Comment

- A. HACH Presentation
 - a. No report given
 - B. Public Comment
 - a. There were no public comments
-

Old Business

- A. Board Vacancies
 - a. Hannah Butler and Fred Brillante, two applicants to join the board, introduced themselves to the board and talked about their interest in joining.
 - i. Motion was made by Tim and seconded by Delroy to recommend the two applicants to join the Parks and Rec Advisory Board. Jim will present the applicants to Town Council at their scheduled February meeting
 - b. Tim, Delroy and Brett need will decide who will chair and co-chair the board. A decision will be made at our February meeting. Delroy as the acting secretary, will preside over the February meeting until roles are determined
-

New Business

- A. Fee in Lieu of – Tramore Residential Subdivision

- a. Sushil Nepal from Town Zoning presented the payment fee in lieu of outside common space for the Tramore Residential Subdivision. It was determined by Town Zoning that even though common space internal to the subdivision existed, adequate outside common space did not exist, thus the fee proposal. The request from the subdivision is a fee in the amount of \$28,458.
 - i. Motion made to recommend approval for the fee was made by Tim and seconded by Delroy. Motion passed unanimously

B. Department Updates: Administration/Special Events/Projects & Athletics presented by Jim Spina

a. Administration

- i. Department currently reviewing operating budget and will be presented to Council in March
- ii. Splash pad review was presented to Council in January. Reported will be reviewed with Advisory Board with its new members in February
- iii. Future discussion will center around the 10 year plan for the Parks and Rec department and how it illustrates the vision of the town
- iv. A decision was made to accept the greenways at Churchhill Farms in February or March. Parks and Rec will manage the maintenance of the greenway

b. Programs & Events presented by Shawn Marble

- i. Registration began for Spring sports. Process began earlier due to new uniform vendor. Normal registration runs through February 6th
- ii. Reviewing of 2022 events schedule is in progress, which includes the YMCA 5K, concert series and July 4th activities
- iii. Basketball games started 2 weeks ago and no issues have been reported thus far
- iv. Adult Football registration is open

Advisory Board Updates

No additional updates from other advisory boards

Council Updates

- A. Councilman Dellinger provided an update on the recent Town Council meetings, the first with the new mayor and newly elected council

Adjournment

Motion was made to adjourn meeting by Tim and seconded by Delroy. Motion passed unanimously.

Meeting was adjourned at 7:23 p.m.

Next Meeting: Town Chambers on Monday, February 21st, 2022

Chair

Secretary



TOWN OF HARRISBURG

Agenda Item Details

Title:

Election of Officers

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Splash Pad Update - Report from 2021

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

1. FINAL Splash Pad Update_7.12.21 - updated 1.5.2022



HarrisburgNC
The right side of opportunity

Splash Pad Review (May 27 – September 5, 2021)

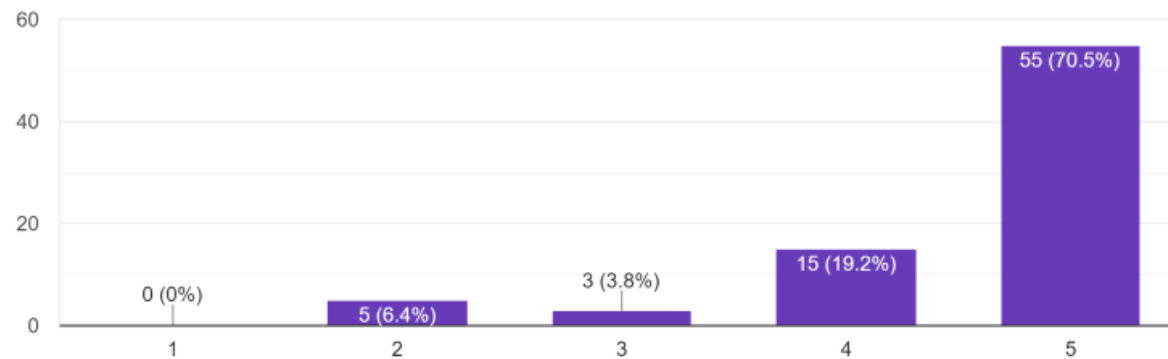
1/10/2022

Pre-Registration:

- Pre-Registration is an option for both Residents and Non-Residents
- A platform called Ticketleap has been utilized.
- In a survey sent out in June 2021, 70.5% of our respondents rated our ticketed process a 5 out of 5.

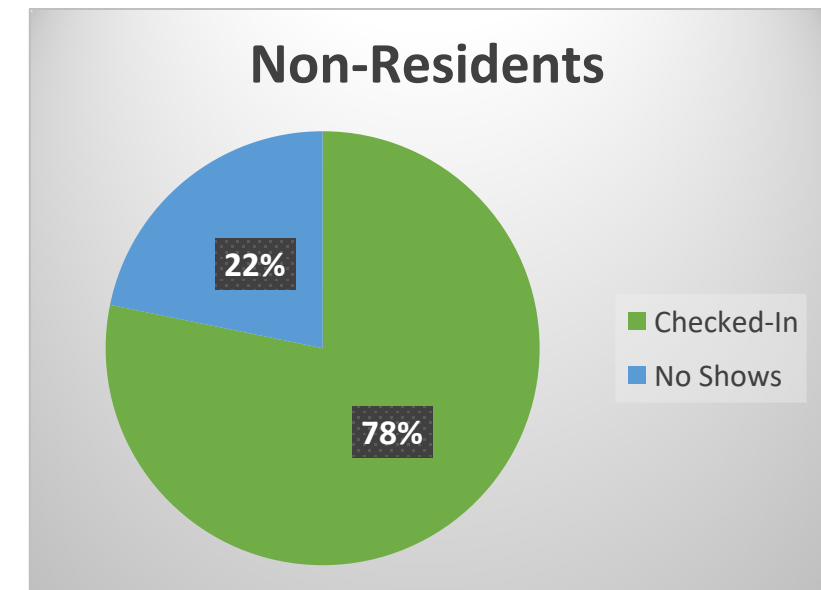
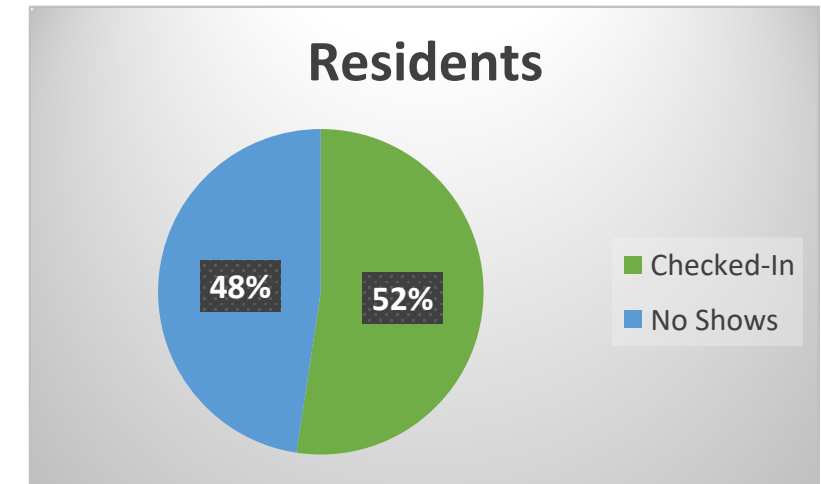
How would you rate the pre-registration/ticketing process?

78 responses



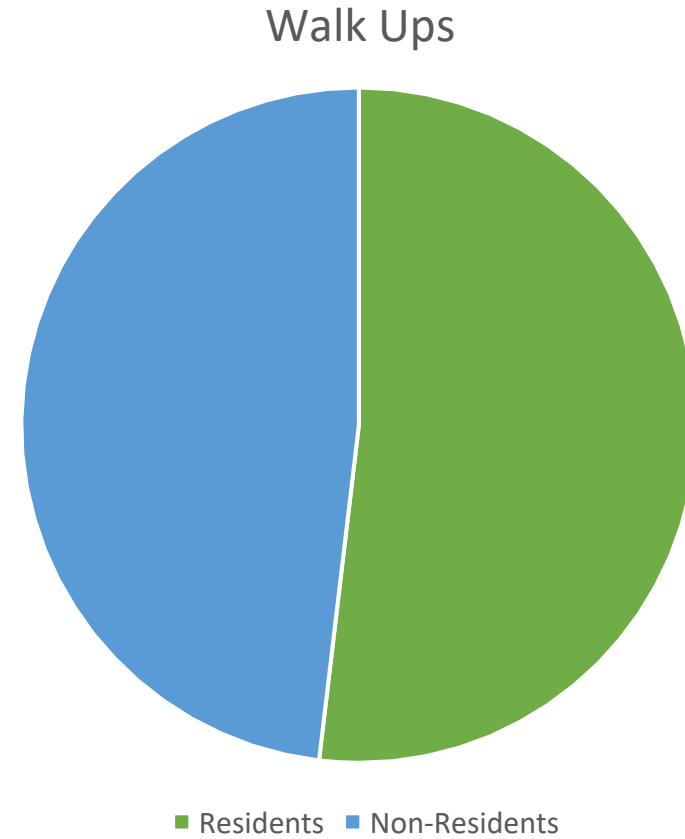
Pre-Registration vs. Checked-In:

- Pre-Registered Residents:
 - 11,545 Pre-Registered
 - 6,049 Checked-In (52%)
 - 5,496 No Shows (48%)
- Pre-Registered Non-Residents:
 - 4,794 Pre-Registered
 - 3,749 Checked-In (78%)
 - 1,045 No Shows (22%)



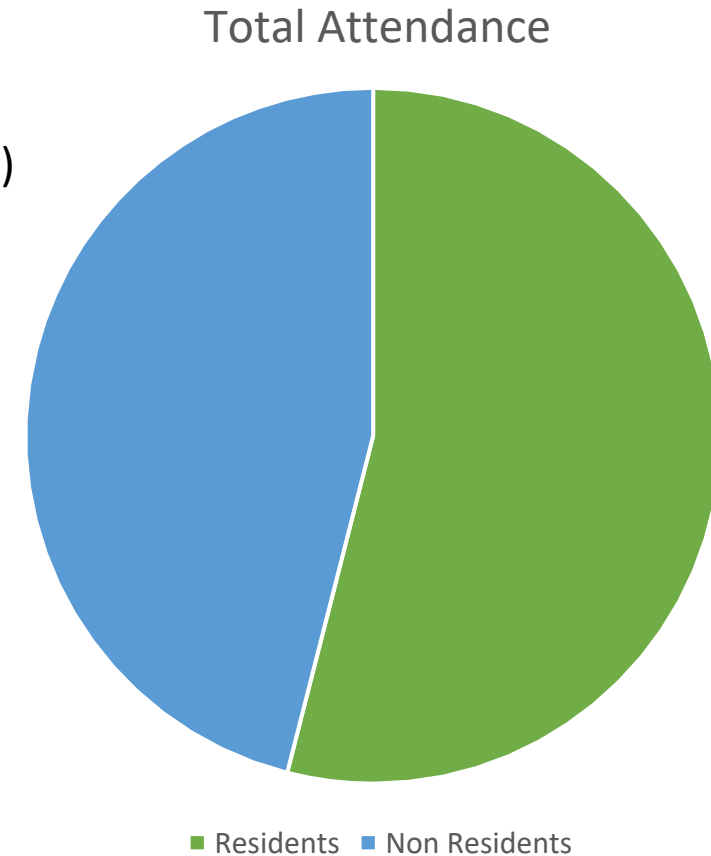
Walk Ups:

- Residents: 7,328 (53%)
- Non-Residents: 6,795 (47%)



Attendance (Checked-In & Walk Ups):

- Residents vs. Non-Residents utilization (24,913 total attendance)
 - Residents: 13,377 (54%)
 - Non-Residents: 11,536 (46%)

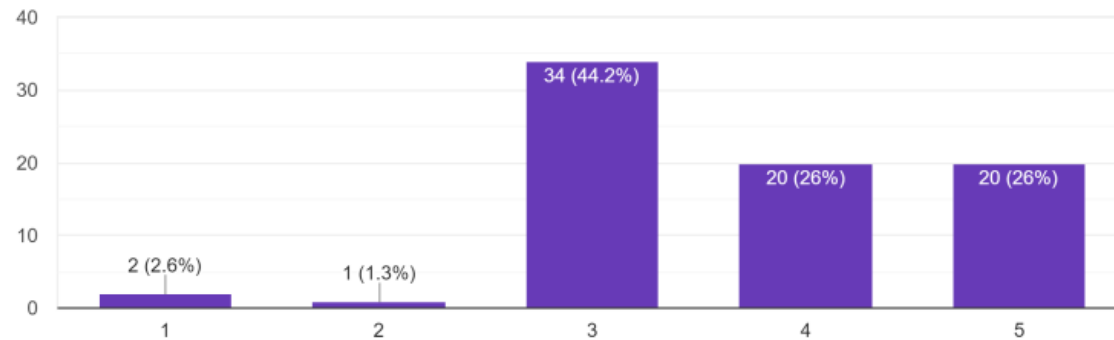


Time Slots:

- May 27 – June 10 (3 time waves)
 - 10AM – 1PM
 - 1:30PM – 4:30PM
 - 5PM-8PM
- June 11 – September 5 (4 time waves)
 - 10AM - 12PM
 - 12:30PM - 2:30PM
 - 3PM - 5PM
 - 5:30PM – 7:30PM

How would you rate the time slots?

77 responses



- Time slots were adjusted to accommodate up to 100 more guests per day. From the survey done in June 2021 we found that participants thought the time slots were too long.

Ticket Sales:

- Online Ticket Sales: \$16,683.00
 - Fees: \$1215.25
 - Net Proceeds: \$13,367.75
 - Refunds (1,805): \$2,100
- In-Person Ticket Sales: \$23,211.00
- Total Online & In-Person Sales: \$36,578.75



Concessions Sales:

- Concession Sales at Splash Pad Only: \$9,809.50
 - Menu items included ice cream cups, italian ice, drumstick ice cream cones, chips, candy, crackers and drinks



Feedback/Adjustments:

- Safety concerns at the slide in June 2021 → added an attendant at the top of slide for the remainder of the summer
- Safety concerns around the slide → added rope barriers
- Timeslots were too long → shortened the timeslots and added another 2-hour timeslot to increase usability
- Large groups taking a big portion of registration spots → limited to 10 tickets per person, no large group reservations permitted in 2021
- Not enough walk-up spots 75 pre-registration / 25 walk-ups → 50 pre-registration / 50 walk-ups
- No shows for those who pre-registered → if those who pre-registered did not check in within 30 minutes of the beginning of their time slot, their spot would be released



Potential Changes for 2022:

- Change time slots to 1.5 hours long in order to increase the number of time slots per day from four to five
- Allow group rentals on Tuesday/Thursday mornings for daycares, summer camps, etc.
- Allow group rentals during certain time slots to allow for birthday parties and other social gatherings on Saturdays and Sundays.
- Create Group rental rates that would differ from individual fees.
- Require proof of supervision for groups in order to make sure individual participants of the splash pad are not disturbed by the groups using the splash pad.
- A PA System is scheduled to be added. This will allow staff to take names for a waitlist if needed. Visitors can visit the playground area while they wait and an announcement can be made when their spot is available.



Thank you!
Questions?





TOWN OF HARRISBURG

Agenda Item Details

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Parks and Recreation Department Updates:

- 1) Jim Spina - Parks and Recreation Director
- 2) Shawn Marble - Assistant Parks and Recreation Director

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

None