



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

**August 21, 2023
6:00 PM**

AGENDA

1. CALL TO ORDER

- A. AGENDA ADOPTION
- B. SPECIAL PRESENTATIONS
 - 1. Harrisburg Arts, Culture and Heritage Committee
- 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 July 17, 2021 Parks and Recreation Advisory Board Meeting

3. OLD BUSINESS

- A. Master Plan Update
- B. Advisory Board Updates - New member information

4. NEW BUSINESS

- A. 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

Vision Statement

Harrisburg will be a distinctive, family-focused community where memories are made.

Mission Statement

Together, we enhance our quality of life by collaborating, planning, and investing to create our community of choice.



TOWN OF HARRISBURG

Agenda Item Details

Title:

Approval of Minutes from July 17, 2021 Parks and Recreation Advisory Board Meeting

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

1. Minutes July 17, 2023

MINUTES

Harrisburg Parks & Recreation Advisory Board Meeting

July 17, 2023 at 6:02p.m. in Town Chambers. Meeting called to order in person by Hannah Butler

In Attendance

Present: Hannah BUTLER, Courtney HAYNES, Cheryl BAKER, Fred BRILLIANTE

Absent: Shawn MARBLE, Mohammed IDLIBI, Brett CROSBY

Board Administrators Present: Jim SPINA

Council Member(s) Present: Altyn COTELL

Planning and Zoning Member(s) Present: NONE.

Harrisburg Arts, Culture and Heritage (HACH) Member(s) Present: Karen ANDRADE

Agenda Adoption

All in agreement. Motion passed unanimously.

Special Presentations/Public Comment

A. HACH –

- a. Saturday July 22nd – *Discover the 'Burg: Amazing Race Challenge @ 9am, 9:30am, 10am*) to celebrate Harrisburg's history
 - i. Scavenger Hunt across 10 locations (all Parks, Fire Station, School House, etc.)
 - ii. \$20 per team (one vehicle per team) – registration open (tee shirt, swag bag with 50th Anni items)
 - iii. Will be looking for 2 volunteers per location to receive participants and hand out clues
- b. Multicultural Festival: September 16th 10:30am – 2pm
 - i. 3 sponsors secured; volunteers needed – contact Karen/HACH Comm
 - ii. Registration is live now
 - iii. Hoping to have booths for USA/Europe/Africa

B. Public Comment

- a. NONE

Approval of Minutes

- A. Motion was made to adopt minutes from June 19, 2023 by Courtney Haynes and seconded by Fred Brillante. Motion passed unanimously.

Old Business

A. Master Plan Update

- a. As noted in June minutes: RFQ went out but there was no response.
- b. 2nd Request was placed with IPS: 7 inquiries and 5 submittals
- c. Responses being reviewed now – will involve interview process followed by price negotiations.

- d. Hope to have plan prepared and ready to present to Council in September
- e. Jim wants board members to be involved in the review of the plan.

New Business

- A. Advisory Board Updates – New Member Information & Updated By-Laws
 - a. Two Copies distributed – one to sign and file with Town Clerk /one to retain
 - b. See past minutes for additional details regarding the key changes (most notably terms, appointment).
 - c. New Member information: June 30th deadline to apply (two board openings – one PR & 2 HACH)
 - i. Next step: Altyn & Jim to review within next week
 - ii. Hopeful to bring to TC in August so they can join the board immediately
- B. Parks and Recreational Department Updates by Jim Spina:
 - a. Administration and Projects:
 - i. Sod replacement started this week (CarolinaGreen);
 - ii. Fielding Planning/Overseeding – rye grass & bermuda.
 - iii. Hired a 3rd Rec Coordinator – George South (been with town 5 years as fac director)
 - iv. Fall Sports: registrations open now. Start Sat. Aug 12th
 - Baseball, Softball, Soccer, Flag Football: 2100 registrants
 - Football: 170 registrants (Pop Warner)
 - Cheer: 45 registrants
 - v. Discussion of Coordinators organizing more pre-season coaching course - if you want to coach, you need to take the course (how to deal with parents, reach different children, situational training, etc.)
 - b. Programs & Events:
 - i. Rockin' the Burg – 3k in May, 4k in June. Growing with each event. August will be Beach Boys tribute band on Sat. Aug 12th
 - ii. July 4th: amazing success! Kudos to Shawn, McKenzie, Ken.
 - PublicWorks cleaned up after the parade which was a huge help all event – clean, organized.
 - Gave out 900 family wristbands PLUS sold more tickets this year than last (Est. 80K in ticket sales)
 - Attendee Estimates: July 3rd: 10K / July 4th: 25k
 - iii. 50th anniversary prep in full swing now:
 - Drone show in prep now.
 - Bounce house secured.
 - Plan to have 2nd for lower field to broadcast concert

Advisory Board Updates

A. NONE.

Council Updates

A. Councilwoman Cotell:

- a. Last week's meeting mostly discussion on the 4th; law enforcements update (no major incidents lately.)

Adjournment

Motion made to go into closed session by Cheryl Baker and seconded by Fred Brilliante.

Meeting was adjourned at 7:15 p.m., Monday, July 17th, 2023.

Next Meeting: tentative meeting on August 21st, 2023 in Town Chambers

Chair

Secretary



TOWN OF HARRISBURG

Agenda Item Details

Title:

Master Plan Update

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

None



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Agenda Item Details

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Advisory Board Updates - New member information

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

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