



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

**January 22, 2024
6:00 PM**

AGENDA

1. CALL TO ORDER

A. AGENDA ADOPTION

1. Approval of Minutes from December 18, 2023

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

3. OLD BUSINESS

A. Parks and Recreation Master Plan Update

B. Board vacancies

4. NEW BUSINESS

A. Department Updates:

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

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.

MINUTES

Harrisburg Parks & Recreation Advisory Board Meeting

December 18, 2023 at 6:02p.m. in Town Chambers. Meeting called to order in person by Mohammed Idlibi

In Attendance

Present: Cheryl BAKER, Hannah BUTLER, Brett CROSBY, Courtney HAYNES, Mohammed IDLIBI, Fred BRILLIANT

Absent: Chris FAW (No Longer on PRAB)

Board Administrators Present: Jim SPINA Shawn MARBLE

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

Motion was made to adopt agenda by committee. Motion passed unanimously.

Special Presentations/Public Comment

- A. HACH –
 - a. NONE – lack of meetings due to quorum. Next meeting is January 3rd.
- B. Public Comment
 - a. NONE

Approval of Minutes

- A. Motion was made to adopt minutes from October 2023 by Hannah Butler and seconded by Brett Crosby. Motion passed unanimously.

Old Business

- A. Parks & Recreation Master Plan Update:
 - 1) Jim – November focus group input review (group from school, library, YCA, HACH, Seniors, HBN, and volunteers/coordinators. Extremely consistent feedback with themes including parking, adult events. Finishing compiling data now. Next meeting will take place this week ahead of the holidays. Online survey reopened at Thanksgiving and will reopen over holidays too. GREAT feedback across all outlets. Final focus group will be TC in early January. Writing Jan-Mar. First draft will be prepped by March for internal review/comment. Seeing similarities with boom in Apex – comparing demographics and plans to see and draw from parallels.

New Business

A. Vacancy on Advisory Board:

- 1) Chris Faw elected to Council. Seat originally available in June.
- 2) Options to fill opening:
 - a) Not fill immediately since window for seat applications will open in April;
 - b) Open up and fill now with someone who will serve a few months; OR
 - c) contact prior applicants from earlier this year.
 - d) **will need to be reappointed come June regardless of option)
- 3) PRAB feedback on vacancy– all agreed that to seek replacement now - agreed best option is to go back to recent applicants and strong candidates.
 - i. Motion to present to TC option to go with one of three prior candidates by Hannah Butler and seconded by Cheryl Baker.

B. P&R Department Updates:

- 1) JIM:
 - a) Applaud Shawn & McKenzie for planning the 50th events all year – it was woven into every event in 2023 and on a larger scale than Harrisburg has ever seen (extra rides, national acts, etc.) Huge undertaking and it was well executed by the PR team.
 - b) Budget – CIP capital request submitted last week. Admin will review and bring to council. Biggest points of interest – veterans park upgrades, lights and bathroom at Holcomb Woods, Operation budget finalizing by EOY
 - c) Projects – Resod took place last month in effort to fix fields in dormant season so they're ready to go come spring sports. Drainage on Field 5 starting Dec. 19th/ Gates and drains at Holcomb/Harrisburg Park in early January
 - d) January Reset for team ☺
- 2) SHAWN:
 - a) Christmas tree event – little rain but large turnout. Success!
 - b) Highlight Your Home lighting contest – 23 applicants. Winners listed on website.
 - c) Basketball going on now – 1100 registrants, games started last week.
 - d) December 19th: Final 50th Anniversary event – Mayoral Reception at Speedway Club
 - e) Budget drafting going on now for Dept (see above).
 - f) 3rd Monday in Jan is MLK Day – Office Closure. Push out next advisory board meeting to 4th Monday in January.

Advisory Board Updates

- A. Brett – general comment on sidewalks in Harrisburg Park at entrance to park – add to opposite side of library to help with flow.
- B. Brett - YMCA UPDATE– all construction docs submitted 2 months ago. Pricing has stayed consistent through process and team is working through final permitting docs now but SO CLOSE. Groundbreaking early next year. Still fundraising (founding/naming donors – see website). Cost estimates -- about 3-3.5 half short. 14-month project once ground is broken.
- C. JANUARY MEETING – falls on MLK Day – office closure. Next meeting will be Jan 22nd

Council Updates

A. Councilwoman Cotell:

- 1) 1st Budget Workshop is January 20th Reevaluation year.
- 2) Mayor went through some assignments now due to timing (ex. DOT) - Liaisons appointed to meet early January start. Remaining appointments will follow in January.
- 3) New Councilmembers were sworn in last meeting – LaTrecia Glover & Chris Faw.

Adjournment

Motion made to go into closed session by Hannah Butler and seconded by Cheryl Baker.

Meeting was adjourned at 7:02p.m., Monday, December 18, 2023.

Next Meeting: meeting on Monday, January 22nd, 2024 in Town Chambers

Chair

Secretary



TOWN OF HARRISBURG

Agenda Item Details

Title:

Parks and Recreation Master Plan Update

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

None



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Agenda Item Details

Title:

Board vacancies

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

None



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Agenda Item Details

Title:

Department Updates:

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

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

None