



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

**June 16, 2025
6:00 PM**

AGENDA

1. CALL TO ORDER

A. AGENDA ADOPTION

1. Approval of Minutes from May 19, 2025

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

3. OLD BUSINESS

A. Master Plan Updates

B. Farmer's Market Sub-Committee Update

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.

MINUTES

Harrisburg Parks & Recreation Advisory Board Meeting

Monday, May 19, 2025 at 6:00p.m. in Town Chambers. Meeting called to order in person by Cheryl Baker

In Attendance

Present: Fred BRILLIANTE, Hannah BUTLER, Brett CROSBY, Mohammed IDLIBI, Jim SPINA, Cheryl BAKER, Zach BOWMAN, Shawn MARBLE

Absent: Courtney HAYNES

Board Administrators Present: NONE

Council Member(s) Present: Chris FAW

Planning and Zoning Member(s) Present: NONE.

Harrisburg Arts, Culture and Heritage (HACH) Member(s) Present: Micah CASH

Agenda Adoption

Motion was made to adopt agenda as prepared by Mohammed Idlibi; Seconded by Hannah Butler – all in favor. Motion passed unanimously.

Special Presentations/Public Comment

A. HACH – Micah Cash

- 1) Open mic night went well, 1 person played for around 20 minutes, 12-15 ppl in attendance
- 2) HACH award was presented to Cornelia Knight for visual arts. who is a student at Covenant Day School. Presented by Jim Spina.

B. Public Comment:

- 1) Shawn Cosner - owner of Third Rock Events present to speak on the University City Farmers Market, as requested by the Harrisburg Parks and Recreation Advisory Board Farmer's Market Subcommittee Third Rock Events is contracted by University City Partners, a 501-3c non-profit, to run the farmer's market, and Shawn presented how the market started, works, and gave insight to the board.
- 2) Per Shawn Cosner:
 - a. The University City Farmers Market began in 2020, and currently has 4-5 farmers in attendance each Saturday, and they are continuing to attempt to bring in more.
 - c. The market has around 20 tents, 4-5 for farmers, and the rest for other vendors.
 - d. other vendors include: coffee truck, artists, plant vendors, bakers, etc.
 - e. The market does have music, mostly a DJ, but some live music
 - f. Live cooking demos
- 3) Shawn advised the hardest part is finding farmers, especially for Saturday markets, due to the large number of other events occurring throughout the area.
 - a. To entice farmers, they advertise the sell-out rate of the vendors and farmers at the market, and waive the \$25 vendor fee for farmers

- 4) A team from Shawn's company sets up all the tents for vendors, and another breaks down the event.
- 5) Social media is a huge part of drawing the vendors and farmers in to participate, as well as bringing in customers. Most customers come because they are shopping at other local businesses in the area or at the library.
- 6) Zach advised about the location, day, and times for Harrisburg's current market, and Shawn Cosner agreed the day and especially the time presented an issue for customer attendance and ongoing growth of a customer base.
- 7) Mohammad reintroduced Harrisburg's P&R advisory board purpose, and asked Shawn Cosner for any other advice he may have toward the success of a farmers market. Shawn Cosner replied stating: it takes time to bring in farmers, as well as continuous effort via marketing and advertising. Also advised to listen to the wants of patrons for vendors, as well as pricing.
- 8) Mohammad asked about startup costs, to which Shawn Cosner spoke about being funded through the city events budget, as well as grants from Atrium Health.
- 9) Hannah asked about Shawn Cosner's advice for Harrisburg's next steps and focus, to which he replied to look into a location through foot traffic and vehicle traffic, try not to have duplicate vendor types, and try not to compete with other markets and events by using the same day.

Approval of Minutes

- A. Motion was made to adopt minutes from April 2025 by Mohammed Idlibi, seconded by Hannah Butler. All in favor. Motion passed unanimously.

Old Business

- A. JIM: Parks & Recreation Master Plan Update:
 - 1) Working with engineering and public works to have a dashboard of projects
 - i. quotes for Veterans Parks improvements
 - ii. quotes Harrisburg Park improvements (playground drainage)
 - iii. installation of turf at Harrisburg park in dry dirt spots near the area of the playground.
 - 2) New Pharr Mill Park initial design will have three choice submissions; high, medium, and low cost ideas.
 - i. design will include ¼ mile walking path, nature trail, meeting space, bathrooms, porch, boardwalk, access entrance to Rocky River, and a small playground.
 - ii. 65 parking spaces.
- B. Advisory Board Appointments:
 - 1) Total of four (4) applicants
 - i. including 1 for the YMCA representative
 - ii. Cheryl, Courtney, and Brett will return to the board
 - 2) Micah Cash will fill a sustainability spot (non-voting).
- C. 3 spots on the HACH committee, 3 people have been interviewed at this time with more to come.
- D. Farmer's Market Sub-Committee Update New Business
 - 1) Shawn spoke (above noted)
 - 2) Mohammed will be looking to bring more recommendations to the table next month (June)

New Business

- A. Department Updates JIM -
 - 1) Wants to develop a facilities sub-committee within P&R advisory board.
- B. Department Updates – SHAWN –
 - 1) spring sports end this week
 - 2) registration for Pop Warner began in May for a July start
 - 3) registration for fall sports has begun
 - 4) Rockin’ the Burg
 - i. 1st event was past Saturday with huge attendance and included Harrisburg P&R volunteer appreciation
 - ii. Next event June 14th
 - 5) July 4th plans underway
 - i. presale for July 4th packages will happen again, including an online presale, with pickup before the event or at will call
 - 6) Splash pad will open Saturday

Advisory Board Updates

- A. BRETT – YMCA update – power was turned on today! On track for anticipated opening in August.

Council Updates – Chris FAW

- A. CHRIS –
 - 1) Budget passed
 - i. money in budget for land banking, surveying, etc.
 - 2) Advised to be ready with wants with Town Council inquires
 - 3) The Town Council and the residents of Harrisburg acknowledge the parks and recreation are important and want to improve

Adjournment

Motion made to go into closed session by Mohammed Idlibi and seconded by Hannah Butler.

Meeting was adjourned Monday, May 19, 2025.

Next Meeting: meeting on Monday, June 16th, 2025 at 6pm in Town Chambers

Chair

Secretary



TOWN OF HARRISBURG

Agenda Item Details

Title:

Master Plan Updates

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Farmer's Market Sub-Committee Update

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