



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

**August 18, 2025
6:00 PM**

AGENDA

1. CALL TO ORDER

A. AGENDA ADOPTION

1. Approval of Minutes from July 21, 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, July 21, 2025 at 6:09p.m. in Town Chambers. Meeting called to order in person by Brett Crosby

In Attendance

Present: Cheryl BAKER, Zach BOWMAN, Fred BRILLIANTE, Hannah BUTLER, Micah CASH, Brett CROSBY, Courtney HAYNES, Mohammed IDLIBI, Jim SPINA

Absent: Shawn MARBLE

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 reporting.

Agenda Adoption

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

Special Presentations/Public Comment

A. HACH –

- 1) Jim Spina – new members added and Dwayne Lott chair, Whitney Miller vice chair, Latika secretary (stayed on). Events for the year discussed
- 2) Micah Cash: RFP drafted and under review by contact in Meck for feedback to strengthen it before sending to Jim for review.

B. Public Comment:

- 1) Guests in attendance but no immediate comment.

Approval of Minutes

- A. Motion was made to adopt minutes from June 2025 by Hannah Butler, seconded by Courtney Haynes. All in favor. Motion passed unanimously.

Old Business

A. JIM: Parks & Recreation Master Plan Update:

- ★ Proud to announce that we're at the point where the plan is beginning to be actively rolled out. Several projects in the works now and actively looking at buying land/space(s) for land banking over the next six (6) months, if not within the next year. Looking to Rob (town manager) for a step-off point for purchase and development.
- ★ Projects in the works now:

- i. Veteran's Park – Project will include concrete work; fountain/pump updates, pedestals will be added and moving emblems, stairway (2 points of access), irrigation/landscaping (sodding in lieu of mulch). Start date is July 22nd with completion by Veteran's Day (2025).
- ii. Storm Water and Playground Update at Harrisburg Park. Will start August 1st Project includes upgrade the landscaping/accessibility to help with the impacts of weather-related erosion and foot traffic. Stairway added, landscaping/irrigation, new piece of equipment (ready for 2-5 yr olds). Two phase project – 1st in August, 2nd in September – target completion is end of October.
- iii. Pharr Mill Historical Park – review will take place with town tomorrow (7/22) and likely going to TC in September following final feedback and edits.
- iv. In process of speaking with vendors for Pharr Mill Park – upgrade playground and adding pickleball courts. Not currently funded or outlined, but in beginning stages of putting together a pitch to TC in August.
- v. Turf RFQ going out in August
- vi. Starting project of adding bathroom at Holcomb Woods. (Lights will be added to plan in 2027).

B. Farmer's Market Sub-Committee Update New Business

- 1) CHERYL -working on proposal that consolidates all info/data collected over last few months. Will go to Mohammad and Zach for review/feedback before going to Jim.
 - ★ JIM – should include a budget proposal if applicable and should be received by October.

New Business

A. Election of Officers for new year:

- 1) Current slate – Chair: Cheryl Baker; Vice Chair: Zach Bowman; Secretary: Courtney Haynes
- 2) Mohammed: propose to keep board as-is
- 3) Motion to keep board as is – ALL in favor. Motion passed unanimously.

B. July 4th Celebration 2025

1) Key Takeaways:

- i. The weather was incredible.
- ii. Record crowd another year in a row – 10K on the 3rd, nearly 29K for the 4th (10K arrived between 8pm and 9pm)
- iii. Bands were amazing and well received. Few issues with band arriving on time on 4th but did not impact overall schedule/performance.
- iv. Clean up was not terrible this year – staff was out of park by 1am (last year they were still working after 1am).

2) Issue –

- i. Fight on field – when police arrived, it created a panic and people ran out thinking something negative was going on.
- ii. ESTHER (public comment) Lines were so long that you didn't get to go on many (friends had to leave before they got to ride after waiting 30-45 minutes) Suggestion – having rides off site and offer shuttle between facilities.
- iii. Parking – issue every year, fire hazard on side streets near the park with double/triple parking.

- 3) Next year – extra 100K in budget to go big for America’s 250th birthday
 - i. Hoping to broaden impact on local eateries (ex. with wristband get 10% off on food during event dates, etc.)

C. Department Updates – JIM –

- 1) New Rec Coordinate hired today - Matt Lawrence from Nitro, West Virginia, a current Rec Director. He’s looking for more opportunities and learn more in a larger community. Will be moving down in August and will start mid-month.
- 2) Have interviewed several candidates for Park Superintendent and working on final review now and hoping to make offer this week.
- 3) Facilities/Maintenance employee was let go after the 4th so we’re looking to add to the team soon.
- 4) Fall sports kicking off in a few weeks. Using additional fields at school to accommodate numbers.
- 5) Rockin’ the Burg – events finalized for the rest of the year. See website for details (performers/food trucks)
- 6) Fall will be busy with events – lots of planning going on now.

Advisory Board Updates

- A. BRETT – YMCA update – we’re getting closer! The opening is penciled in for September. Gym floors are on-site and will be installed soon. Tours continuing on Wednesdays from 6pm – 7pm (can drive up and enter – no longer meeting at park.) Membership campaign ongoing (through July \$4).
 - a. JIM - Council approved YMCA/Harrisburg Park sign to go near new CookOut.

Council Updates – Chris FAW

- A. CHRIS –
 - 1) Be ready for 250 celebration next year Congrats to those with reappointments! (Courtney, Cheryl, Brett)
 - 2) Half council is up for reelection and have entered their intentions. Be sure to review candidates.
 - 3) Universal Kudos from Council regarding 4th of July.
 - 4) Push for beautification around town – P&R will play a heavy role in it so be ready!

Adjournment

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

Meeting was adjourned Monday, July 21, 2025

Next Meeting: meeting on Monday, August 18, 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