

**MEETING MINUTES
HARRISBURG TOWNSHIP PARK DISTRICT
REGULAR BOARD MEETING
AUGUST 21, 2026
8:00 AM HARRISBURG PARK OFFICE
921 W. POPLAR ST.**



CALL TO ORDER: President Doug Emery called the meeting to order at 8:00 a.m.

ROLL CALL: The following members of the Board of Commissioners were present: President Doug Emery, Vice President Raymond Gunning, and Secretary/Treasurer Ron Emery
The following members of the Board of Commissioners were absent: None
Park Staff Present: Executive Director Blake Emery, Recreation Director Jill Marvel, Administrative Assistant Haley McPherson, Maintenance Director Ray Gould and Maintenance Foreman Jacob Mills.
Park Staff Absent: None

Visitors Present: TA Sullivan

PUBLIC COMMENTS: Blake Emery announced that the Harrisburg Township Park District (HTPD) was accepting public comment by email or written submission up to the start of the meeting at 8:00 AM on August 21, 2026. There were no written comments received and there was no one from the public present on the teleconference call. There was no one from the public present in attendance with a comment.

Blake Emery did receive a phone call from Rick Brockett where he addressed his concerns for the quality of the tennis court and asked what the plan was moving forward. Blake Emery informed him that the Park was aware of this and has started dialogue for possible solutions. There is an agenda item later in the agenda to discuss this in more detail.

CONSENT AGENDA: Ron Emery made the motion to accept the July 17, 2026 meeting minutes and seconded by Raymond Gunning. All in favor 3-0 per voice vote.

Raymond Gunning made the motion to accept the 7/14/2026 to 8/17/2026 bills and the July 2026 Unaudited Financial Reports and seconded by Ron Emery. All in favor 3-0 per voice vote.

CLOSED SESSION: There was no motion to enter into Closed Session.

UNFINISHED BUSINESS:

2022/2025 Bond Funds Blake Emery presented to the Board the list of 2022/2025 Bond Fund Projects. Bond Funds were spent to provide seating at the Soccer Complex adjacent to the playground. Gaskins City Complex Field is the only project currently being worked on. There was no discussion regarding any of the other bond projects.

Bishop Property Blake Emery presented to the Board that he has closed on two of the four properties. Lewis and Clark is waiting on a needed affidavit to complete the other two properties.

700 W South St Block Blake Emery presented to the Board that Sondra Ellison has met with Lewis and Clark to sign over the properties. An electronic form of the Deed has been received and the property tax exemption paperwork has been filed at the courthouse.

SYSA

Blake Emery presented to the Board that he, Jill Marvel, and Ray Gould met with SYSA representatives Greg McCulloch and Michael Oestreich to discuss the upcoming Fall Soccer Season. A Draft Affiliate Association Addendum had been presented to SYSA and this was discussed as part of the meeting. A revised Draft has been presented back to SYSA based on comments from the meeting. Once in agreement with SYSA, an official Affiliate Association Agreement will be presented to the Park Board.

HHS/HMS Cages

Blake Emery presented to the Board he reached out to Alicyn Dowdy about the double covered batting cages at Centerfield Diamond letting her know about the possible approved locations and asking for more information to pursue developing an agreement. Blake Emery reached back out to her again earlier this week. Alicyn Dowdy has yet to respond. Jonathan Brown had reached out to Raymond Gunning asking some questions that other people had been coming to him about as to why the Park Board voted No for the new batting cage, why the Park Board voted No to a Locker Room, and why the Park Board does not want to do anything for these softball girls. Blake Emery contacted Jonathan Brown and cleared up these untrue statements. Blake Emery indicated the Park Board is actively trying to work out an agreement for the batting cage donations, the Park Board has already previously approved a Locker Room location and is waiting on the school and/or softball team to develop it, and that the Park District in 2017 invested more than \$100,000 in renovations at the Centerfield Diamond facility.

Tennis Courts

Blake Emery presented to the Board that this topic was brought up at the April 17, 2026 Board Meeting and tabled for a later date. Blake Emery has put together some potential options to consider. Option 1 involves staying at the current courts location and either A building 2 new courts there or B just making repairs to the existing courts. Option 2 involves building at a new location and either A having 1 new court or B having 2 new courts. Option 3 involves building at the existing location but constructing 6 pickleball courts and then converting the 4 existing pickleball courts into 1 tennis court. Benefits and costs of each option were discussed. It was discussed that utilizing the existing tennis court location and converting it to 6 Pickleball Courts and converting the existing 4 Pickleball Courts would be the favored option to explore in more detail. It was agreed to table this Agenda Item until more information was available to make a decision.

Election

Blake Emery presented to the Board that candidates can begin to circulate nominating petitions beginning August 25, 2026 and can file nominating papers November 16 – 23, 2026. Harrisburg Township Park District will have two (2) Board of Commissioners seats to be filled at the April 6, 2027 Consolidated General Election. Each Candidate elected will fill a four (4) year term expiring in April 2031. Candidate packets will be available at the Park Office starting Tuesday, August 25, 2026.

NEW BUSINESS:

IAPD Updates

Blake Emery distributed to the Board a document containing the current IAPD Legislative Updates for their review.

FY2027 Budget

Blake Emery presented to the Board the Preliminary Revised Fiscal Year July 2026 to June 2027 Budget and Appropriation Ordinance. At the conclusion of the meeting the Preliminary Budget & Appropriation Ordinance will remain available at the park office and on its website for public inspection. At the time of the preparation of the Preliminary Revised Budget the Saline County Tax Computation Report was not complete or available and estimates assumed by HTPD were used for budgeting purposes. Once the final reports are received, HTPD may properly adjust the Preliminary Budget prior to approval

of the Final Budget. Ron Emery made the motion to approve the Preliminary Revised Budget and Appropriation Ordinance and to have it remain available for public inspection prior the the Public Hearing and seconded by Raymond Gunning. All in favor 3-0 per voice vote.

Public Hearing Budget Blake Emery presented to the Board for the need of a Public Hearing to allow for public comments on the FY2027 Budget and Appropriation Ordinance. Raymond Gunning made the motion to approve the Public Hearing to be scheduled at 8:00 a.m. on September 18, 2026 at the Harrisburg Township Park District Office, immediately before the September 18, 2026 Regular Meeting of the Park Board of Commissioners and seconded by Doug Emery. All in favor 3-0 per voice vote.

Heat Illness Blake Emery presented to the Board Risk Management & Loss Control Manual Section 3-14 Heat Illness Prevention Program. This was developed in conjunction with a random Heat Stress Check performed by Illinois Department of Labor OSHA on July 24, 2026. Raymond Gunning made the motion to approve Risk Management & Loss Control Manual Section 3-14 Heat Illness Prevention Program and seconded by Doug Emery. All in favor 3-0 per voice vote.

Lions Club Shelter Blake Emery presented to the Board that the Lions Club reached out and asked if the Park would be willing to rename the Lions Club Sheler in honor of their former President, John Endsley Jr., who recently passed away. Blake Emery asked for a specific name of the shelter from the Lions Club that they would want and was unable to get a response. Ron Emery brought up that he is Co-Executor of the John Endsley Estate and would like the Park to wait until details of that Estate come out regarding money left to the Park. Raymond Gunning made the motion to approve waiting on the details of the Estate before approving moving forward with changing the name of the Lions Club Shelter and seconded by Doug Emery. All in favor 2-0 per voice vote. Ron Emery abstained from voting due to potential conflict of interest as the co-executor of the Estate.

RISK COMMITTEE:

Roll Call

The Risk Management & Loss Control Committee Meeting was called to order at 8:48 a.m. The following members of the Risk Management & Loss Control Committee were present: Blake Emery, Jill Marvel, Haley McPheron and Ray Gould. The following members were absent: None

There was no unfinished business discussed.

Blake Emery distributed the IPRF Newsletter

Blake Emery presented that on July 24, 2026 IDOL OSHA performed a random Heat Stress Check. Blake Emery presented the OSHA Letter. The Heat Illness Prevention Program was just approved in the above Agenda Item. This will be made available to all employees.

Blake Emery then presented some actions moving forward to better prepare for a full OSHA inspection. The first step is creating Hazard Assessment Certification Forms for the different types of employees at the different workplace locations. Once the hazard assessments are complete, we will then be able to identify which trainings are needed for the employees. Secondly, Safety Data Sheets (SDS) need to be prepared for the different locations. Lastly, performing a test run of an OSHA inspection with a Workplace Safety and Health Consultation Program. This is all a large task and will take time to get where we need to be.

Adjourn The Committee Meeting was adjourned at 9:05 a.m.

DIRECTOR REPORT:

Ameren

Energy Efficiency Grant to upgrade fixtures at Maintenance Shop, Centerfield, Soccer, Kiwanis Bathroom, and Pool. Work performed by BESCO US.

OSHA

Blake Emery has worked on developing Hazard Assessments and Safety Data Sheets.

Training

IAPD Preparing for the 2027 Election Cycle Webinar on 7/29/26

The Executive Director Report was placed on file. See attached report.

REPORTS

Jill Marvel presented the Recreation Report. Ray Gould presented the Maintenance Report. The reports were placed on file. See attached reports. During the discussion of the Recreation Report, Blake Emery mentioned that they are having trouble with the selected Flag Football vendor from the Bidding Process. It was a good effort to try to get the best possible deal for the jerseys, but administratively it has not been a good experience. Moving forward, the park will work with vendors they have had a positive experience with.

ANNOUNCEMENTS

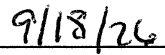
Blake Emery announced that the next regular board meeting is scheduled to be September 18, 2026 at 8:00 a.m. at the Park Office Community Room immediately following the Public Hearing. The Public Hearing is on September 18, 2026 at 8:00 a.m. at Harrisburg Park Office for the purpose of allowing public comment on the FY July 2026 to June 2027 Budget & Appropriation Ordinance.

ADJOURNMENT

Raymond Gunning moved to adjourn and seconded by Doug Emery. All in favor 3-0 per voice vote. The meeting adjourned at 9:16 a.m.



Ron Emery, Secretary / Treasurer



Date Signed