

HAMPSHIRE TOWNSHIP PARK DISTRICT ANNUAL REPORT

2017



Mission Statement:

The Hampshire Park District's mission is to provide recreational, educational and cultural opportunities that improve the quality of life through a responsive, efficient and creative park and recreation system. The District shall balance quality recreational facilities and programs while protecting parks, natural resources and open spaces for the benefit of present and future generations.

Department/Program Heads

Executive Director

Laura Schraw

HR /Finance Director

Patti Prill

Athletic Supervisor

Michael Prill

Program Supervisor

Stephanie Barone

Youth Education Director

Rosemary Kesse

Day Care Director

Christine Rutkowski

ETC Supervisor

Kim Johnson

Parks Supervisor

Toby Koth

Park Board Commissioners

Nathan Looman | President

nlooman@hampshireparkdistrict.org

Jamie Hermann | Vice President

jhermann@hampshireparkdistrict.org

Bill Hornbeck | Treasurer

whornbeck@hampshireparkdistrict.org

Jennifer Reid | Secretary

jreid@hampshireparkdistrict.org

Aaron Kelly | Commissioner

akelly@hampshireparkdistrict.org



The Park District undertook one of its biggest projects to date in 2017 with the update of Bruce Ream Park. Some of the improvements include a paved parking lot, two playgrounds, a splash pad, improved drainage, and a sand volleyball, basketball and pickleball court. Hampshire Township Park District looks forward to being able to offer new programming in 2018.

The District is excited about the partnership with Northwest Little League to add lighting at Tuscany Woods Park baseball fields. Plans have also been drawn up and approved for the addition of a park, concession stand, and dog park at Tuscany Woods Park.

2018 marks the 70th anniversary of the Hampshire Township Park District. Many fun events are planned throughout the year. The board of commissioners will continue to work with the staff and residents to grow programs and ensure the needs of the community are met.

This report provides details on the role the Park District plays in the community and its goals moving forward. Questions, comments, and feedback are welcome. Contact Laura Schraw, Executive Director at (847) 683-2690 or laura@hampshireparkdistrict.org.

Sincerely,

Nathan Looman
President, Board of Commissioners

Board Meetings

Meetings of the Hampshire Township Park District Board of Commissioners are held on the 1st and 3rd Monday of every month at 6:30pm unless changed due to a holiday. The public is invited and welcome to attend. To confirm meeting information and view the agenda, visit www.hampshireparkdistrict.org or call 847-683-2690.

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From the Executive Director's Desk:

In 2017 we completed a majority of the improvements to Ream Park. This spring we will be completing the finishing touches and wrap up the OSLAD grant. If you haven't stopped out to play in the splash pad, it will be opened Memorial Day weekend!

A large playground, secondary playground, Bankshot court, basketball court, pickleball court, sand volleyball, QRFit Trail, shared-use walking path, and an exercise/sled hill all are new improvements to the facility. We also paved a large portion of the north parking lot.

This year we are working to improve the Park at Tuscany Woods, which was recently deeded to the Park District from the Village of Hampshire. All three ballfields will have LED lighting, which will make it a premier facility for the area. Development plans also include completing the third ballfield, a concession/bathroom facility, a playground, nature trail and dog park.

This next year we will be conducting a community survey to learn what direction we should grow as a District and what the community is looking for us to provide. This will allow us to begin work on updating our Strategic Plan and Master Plan for the Park District.

Please reach out to me at laura@hampshireparkdistrict.org or call 847-683-2690 if you have any questions or comments about what we are working on!

Thank you,
Laura Schraw

Department Reports:

Administration:

It is the purpose of the Executive Director's Office to assist the Board of Commissioners in formulating

policy and carry out those policies once established, implement sound management and financial practices, foster a positive public image for the Park District and insure that quality park and recreation services are provided for the residents of the Park District. The Board establishes goals and objectives each year that become the direction for the Executive Director and Staff. Highlighted and completed in 2017 are the following:

- Created a second ETC full time position to run the HES facility and assist with daily deposits in the Finance Department, and to serve as a second point person for ETC, one of our district's largest programs
- Completed approximately 95% of the Ream Park redevelopment



Human Resources/Finance:

It is the purpose of this department to establish and maintain a system of financial and payroll information which accurately reflects the business practices of the Park District and to provide such related programs and services which are deemed necessary by the Board of Commissioners and Executive Director. This department processes and maintains all records pertaining to employment in

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the Park District. Highlights for 2017 are the following:

- Hired a ETC Supervisor/Office Assistant to help with deposits to create a double-check system
- PATH Employee Wellness program by PDRMA
- Maintained compliance with the Department of Labor personnel changes

Parks:

The Parks Department maintains four parks in Hampshire Township, Ralph Seyller Memorial Park, Bruce Ream Memorial Park, Dorothy Schmidt Memorial Park and the Park at Tuscany Woods (added in fall of 2017). Together, these parks consist of approximately 73 acres and it is the goal of the department to provide leisure time opportunities to the community through the design, development, maintenance and renovation of attractive and functional parks, facilities and open space. Highlights for 2016 are the following:

- Assisted in the construction of the Ream Park redevelopment
- Refreshed the infant room at LPP with new carpet, tile and paint
- Painted dugouts
- Refreshed bathrooms at Ream Park
- Repainted ballfield dugouts



Recreation:

The Recreation Department encompasses a wide array of programs, services and facilities to meet the leisure needs of Hampshire residents. Central to that purpose is the continuing need to accurately assess the interest and needs of our residents through community involvement, surveys and public awareness. Highlights for 2017 are the following:

Athletics:

- Tball enrollment had 4 teams at both the age 3-4 and the age 5-6 grade levels
- 7th and 8th grade Basketball programs were added due to the high number of children that were not able to play for the Junior Whips

Programs:

- Trunk or Treat Fest has continued to grow
- The Lions Club Pig Roast combined with our Music Under the Oaks was a huge event with over 300 attendees.
- The dance program has continued to grow!
- Music programs were offered for several age levels and we partnered with Musical Owl.

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- Added fall Sip n' Shop
- Increased communication by using Constant Contact for newsletters
- Successfully raised funds to enhance the STEM program for the summer and plan to continue throughout the year



Community Partnerships:

The Park District has been working to expand community partnerships to provide outstanding events and facilities to the community.

In 2017, we partnered with the Lions Club to host a Pig Roast Benefit at our July Music Under the Oaks event. The Car Show continues to be held at Seyller Park and the Village's Coon Creek was a backup in case of any unforeseen site issues, such as the extensive rain storms in the summer of 2017. The Park District also began to work with the Northwest Little League on an agreement to purchase and install ballfield lights at the newly acquired Park at Tuscany Woods.

Youth Education:

It is the purpose of the Youth Education Department to provide comprehensive educational programs for children in the community from the age of 6-weeks until middle school age. These programs include the highly respected pre-school that has operated for over thirty years, and summer camps are housed in the Little People Playtime (LPP) facility at 441 East Jefferson. The department also operates the Extended Care (before and after school) program at Hampshire Elementary and Gary Wright Elementary schools. Highlights for 2017 are the following:

- Maintained DCFS compliance at LPP
- Maintained all staff certifications include First Aid, CPR, ANSI Food Handler Course
- Joined the Ella Johnson Library outreach program in the preschool classrooms
- All Staff completed the first module trainings for health, safety, and child development as required by Illinois Department of Human Services

D300 staff at all Hampshire schools, as well as at the Administrative level, allowed the Before and After Care program and Youth Basketball program to continue. Staff began utilizing the software for gym scheduling as requested by the District.



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Goals for 2018:

Goal #1:

Provide and maintain park land and recreational facilities that meet the present and future recreational needs of district residents.

- *Construction will be finished on Ream Park in early 2018 to bring a premier athletic and recreation facility to Hampshire*
- *Construction will begin on the Park at Tuscany Woods to bring a lit 3-ballfield complex through a partnership with the Northwest Little League and Impact Fees from the Village of Hampshire*

Goal #2:

Ensure that recreation programs meet the interests and needs of a variety of ages and abilities by providing and sponsoring programs independently and in cooperation with other community organizations or agencies.

- *Expansion of summer programs to include Little People STEM Adventure Camp, increase Pre-K and younger offerings to meet the needs of the growing community*
- *Work with District 300 to expand Preschool programs further and create an internship program for the Hampshire High School*
- *Continue to expand programs*
- *Expand athletic programs to includes summer camps and programs, growing with the age groups as they age out of our current offerings, explore a high school winter league, and adding new programs that tie into the new facilities at Ream Park*
- *Add Health and Wellness programs and special community events*
- *Engage the community in celebrating our 70th Anniversary*

Goal #3:

Ensure that administration of the Park District is effective, well-managed, customer friendly and provides a creative work environment for staff.

- *Utilize the RecTrac training to expand our use of the software and facility reservations so patrons have access to more information and registrations online*
- *Explore the card processing systems to allow for Installment Billing for monthly/weekly billing of standing Youth Education programs*

Goal #4:

Exercise fiscal responsibility and prudence in all financial and business transactions.

- *Continue to maintain the reserve fund and pay capital debt for new construction*
- *Increase program fees where appropriate to properly plan for the debt payment increase in FY22*
- *Plan for the Seyller Park playground replacement and general park repairs as facilities are beginning to show wear*

Goal #5:

Conserve community resources to the greatest extent through cooperation with other local organizations and agencies.

- *Continue to partner with the outside organizations to hold events to increase visibility of special events and partnerships in the community*
- *Develop partnerships with outside organizations, such as Northwest Little League, to develop facilities that are used by more than one organization*

Goal #6

Ensure that all parks facilities are maintained efficiently, cost effectively, safely, and in accordance with all standards and codes.

- *Facilities are repaired and refreshed by the Parks Supervisor over the winter in an effort to maintain prior to disrepair*
- *As Seyller playground continues to age, plan for replacement of the facility to maintain compliance*

Goal #7:

Maintain strong communications with District residents and other public agencies and private sector organizations.

- *Partnering with other agencies to increase attendance at special events, revise Intergovernmental agreements to more appropriately address long range planning*

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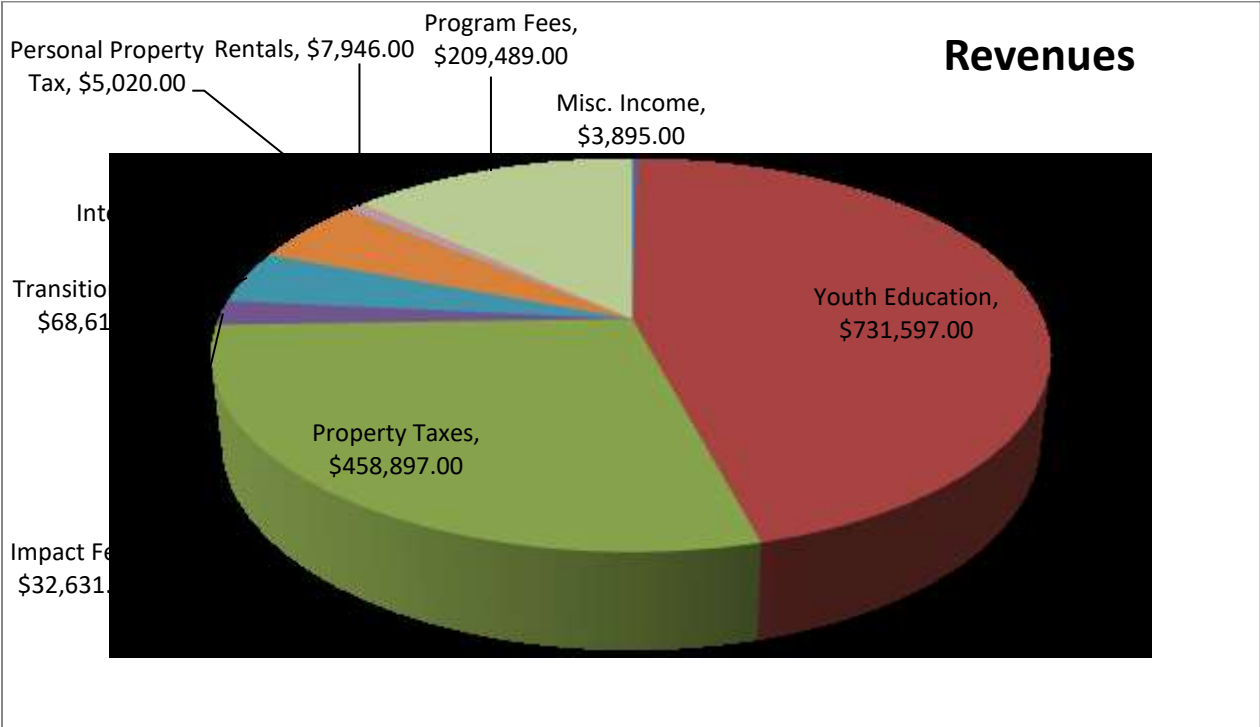
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Fiscal Responsibility

The Hampshire Park District is continually exercising fiscal responsibility. The district relies on outside sources such as grant funding, transition fees and impact fees from new development, and program revenues to continue to operate facilities, redevelop parks, and run the programs offered due to the Park District having one of the lowest tax rates in the area.

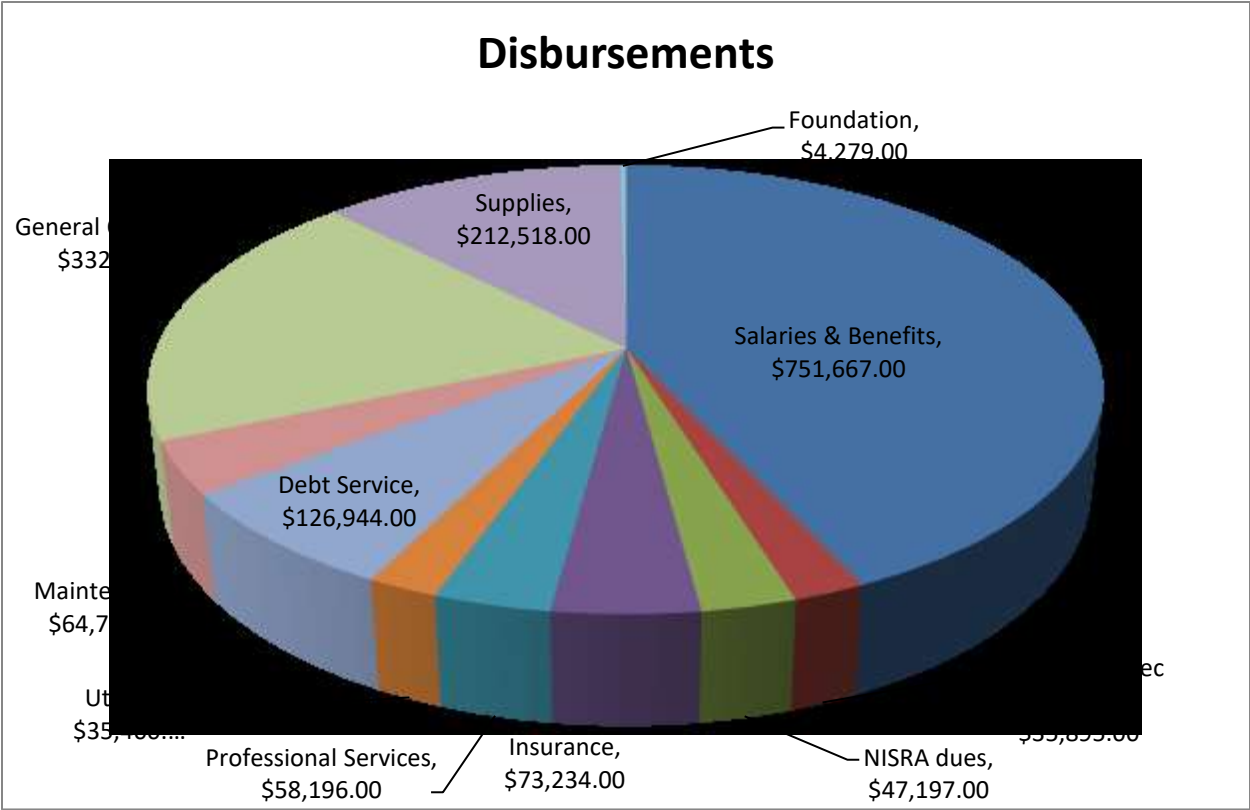
The fiscal year 2017 (May 1, 2016 - April 30, 2017) Annual Treasurer’s Report Summary Statement of Conditions is as follows:

Beginning Balance as of	
May 1, 2016	\$1,127,602.00*
Total Revenues	\$1,859,546.00
Total Disbursements	\$1,742,259.00
Ending Balance as of	
April 30, 2017	\$1,244,889.00*
*Cash held in trust	
\$476,641.00	



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Tax Rate (2017)

School District 300	6.14
DeKalb Park District	0.80
St. Charles Park District	0.64
Genoa Township Park District	0.64
Dundee Township Park District	0.58
Batavia Park District	0.55
Geneva Park District	0.53
Village of Hampshire	0.52
Kane County	0.42
Huntley Park District	0.26
Kane Co. Forest Preserve Dist.	0.23
Hampshire Twp Road District	0.24
Hampshire Township Park District	0.18
Hampshire Township	0.12



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The Hampshire Park District Foundation

The Hampshire Park District Foundation is a 501(c)3 established on February 22, 2008. The purpose of the Foundation is to support, accept and distribute funds for the capital development of present park district facilities, for the advancement of park district programs, and to hold and convey land for future development of public parks. Donations can be given for scholarship programs, park improvements, or specific programs.

All donations are tax deductible. For more information, contact Laura Schraw at 847-683-2690 or email at foundation@hampshireparkdistrict.org

Did you know that if you make a purchase at www.smile.amazon.com you can select a charitable organization that Amazon will donate 0.5% of your purchase price to? The Hampshire Park District Foundation is a charity that you can select and all donations from Amazon Smile will go to Seyller Park Projects.



The Hampshire Township Park District is a member of the Northern Illinois Special Recreation Association which provides recreational opportunities for children and adults with mental, physical, or emotional disabilities. More information about NISRA is available online at www.nisra.org or contact them at (815) 459-0737.



Park District Facilities

Administration Offices

*390 South Avenue
847-683-2690*

Little People Playtime

*441 East Jefferson
847-683-0896*

Hampshire Elementary

*Extended Care Room
847-792-3494*

GDW Elementary

*Extended Care
847-683-5797*