

HAMPSHIRE TOWNSHIP PARK DISTRICT ANNUAL REPORT

2018



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

Aaron Kelly | Vice President

akelly@hampshireparkdistrict.org

Jamie Herrmann | Treasurer

jherrmann@hampshireparkdistrict.org

Jennifer Reid | Secretary

jreid@hampshireparkdistrict.org

Bill Hornbeck | Commissioner

whornbeck@hampshireparkdistrict.org



It was exciting year as we celebrated our 70th Anniversary and the re-opening of Bruce Ream Park! If you haven't been out to the park the new splash pad, bankshot court, playgrounds, path and sports courts are a great place for all ages and abilities to play!

Staff has been working to become more efficient in their operations through changes such as monthly Extended Care billing versus the previous hourly system, more secure processes by using new credit card software, and reducing our energy costs by participating in the ComEd Small Business Incentive program.

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 2nd and 4th Monday of every month at 6:30pm unless changed due to a conflict. 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.

HAMPSHIRE TOWNSHIP PARK DISTRICT ANNUAL REPORT

2018

From the Executive Director's Desk:

2018 marked the Hampshire Township Park District's 70th Anniversary! We hope that you enjoyed our celebration at Ream Park as we hosted a Grand Re-opening and anniversary party in June. Staff had a blast walking in the Coon Creek Parade and spreading the love with our 70's music.

The LED Lighting project at Tuscany Woods Park will be turned on this spring of 2019 for play and the third ballfield has been installed making this three-field complex one of the only in the area with LED lights. We are excited to begin work on the rest of the park in the upcoming years.

Our programs are continuing to grow in numbers, and we can't do all we could without our amazing Volunteer coaches. Thank you to all of you who have helped head or assistant coach one of our many programs!

Please feel free to 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 2018 are the following:

- Completion of Ream Park Grant development and documents for reimbursement, reimbursement received
- OSLAD Grant application completed for the Park at Tuscany Woods
- Installation of lights, agreement with developer for easement for lighting of TW Ballfields
- LED Lighting Project for entire district and ComEd rebate of over 50%
- Updated necessary emergency plans for the District

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 the Park District. Highlights for 2018 are the following:

- Revision of PTO to Sick/Vacation/Floating Holidays/Building Closures for staff.
- New credit card processing was implemented and reporting for daily deposits.

HAMPSHIRE TOWNSHIP PARK DISTRICT ANNUAL REPORT

2018

- All full time employees participated in the PDRMA Wellness program.
- Recognition program developed for staff years of service.

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. 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 2018 are the following:

- Provided the outdoor sports programs with solid health turf through cutting, seeding and fertilizers.
- Update and maintain the bathroom facilities at both Ream and Seyller.
- Added dog stations and garbage cans at all parks to cut down on garbage not making it into receptacles.
- Remodel of two (2) preschool rooms over the Christmas break and continue to make upgrades to the whole facility.
- Began repairs at the Bruce Ream pavilion.
- Re-grade of the Schmidt Park path with adding additional gravel in low areas.
- Continuous tree trimming as the older trees begin to shed older growth.

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 2018 are the following:

Athletics:

- 3 new programs were offered. Including the popular "5-Tool Baseball player camp" which was instructed by former Major League Baseball player Jacob Goebbert.
- Worked with The Leafs Centre of West Dundee to offer an array of new Ice skating classes to the community.
- New basketball jerseys implemented 3rd through 8th grade.
- Ordered all IHSA certified referees for all basketball games in 2018.
- Worked with Challenger sports to host a "British Soccer Camp" in the summer.
- Fully launched Team Sideline as our primary schedule creating tool and information hub.



Programs & Special Events:

- 70th Anniversary Celebration included a partnership with Knights of Columbus to provide food, Remax on hot air balloon rides, and local vendors
- Addition of Lions Club providing hot dogs at the Trunk or Treat

HAMPSHIRE TOWNSHIP PARK DISTRICT ANNUAL REPORT

2018

- Sign & Sip
- Parents Night out (kid's paint party, movie night)
- Tap class, Theater & Audition, Show Choir, and Youth Rock Band
- Winter Performance for Dance Class



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

- Successfully raised funds to enhance the STEM program for the summer and plan to continue throughout the year

Community Partnerships:

In 2018, we partnered with the Knight of Columbus for the 70th Anniversary party to make it an extra groovy celebration.

The Lions Club did an outstanding job cooking to for the annual a Pig Roast Benefit at our July Music Under the Oaks event as well as the Trunk or Treat event by adding hot dogs. The Park District also worked with the Northwest Little League on an agreement to purchase and install ballfield lights at the newly acquired Park at Tuscany Woods.

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.



HAMPSHIRE TOWNSHIP PARK DISTRICT ANNUAL REPORT

2018

Goals for 2019:

Goal #1:

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

- ***Construction of Ream Park through the Open Space Land Acquisition and Development Grant from the Illinois Department of Natural Resources, IPRA/Gametime Grant for a new playground***

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.

- ***Development of Summer Camp programs to include trips with the purchase of a 14 passenger bus***
- ***Work with District 300 to expand Preschool programs further and create an internship program for the Hampshire High School***
- ***Expansion of programs to include adult fitness classes and adult programs***
- ***Expand athletic programs to includes summer sports camps and programs and adding new programs that tie into the new facilities at Ream Park***
- ***Addition of special community events, including a Fall Fest through partnerships with local community groups***

Goal #3:

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

- ***Increase staff training to further develop their leadership skills***
- ***Involve staff in Strategic Planning and a Comprehensive Master Plan update***

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 and minimum wage increases***
- ***Continue to seek grant funds for the development of facilities***

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 to develop facilities that are used by more than one organization, such as the Park at Tuscany Woods**

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, continue to maintain and plan for replacement of the facility to maintain compliance**
- **Repair aging facilities at Schmidt Park**

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**
- **Involve other government and community organizations in the Comprehensive Plan update**

HAMPSHIRE TOWNSHIP PARK DISTRICT ANNUAL REPORT

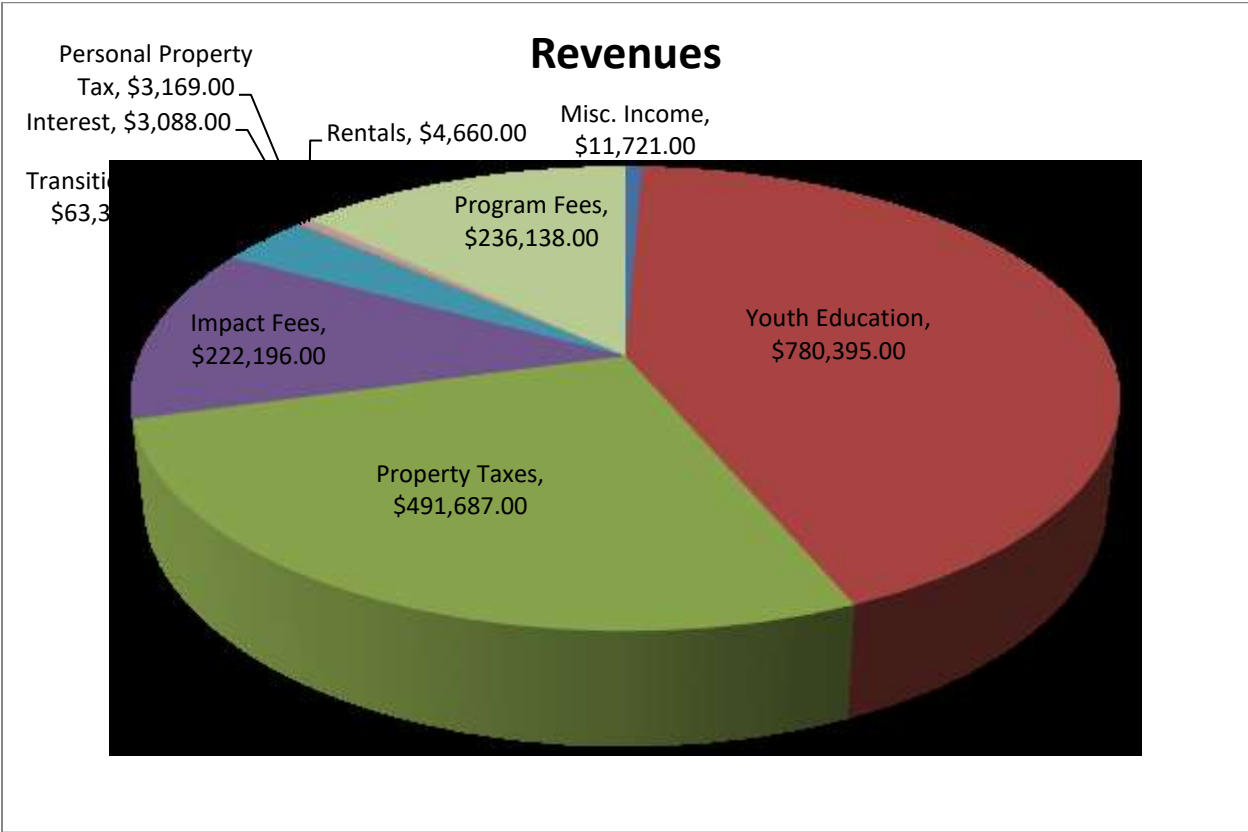
2018

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.

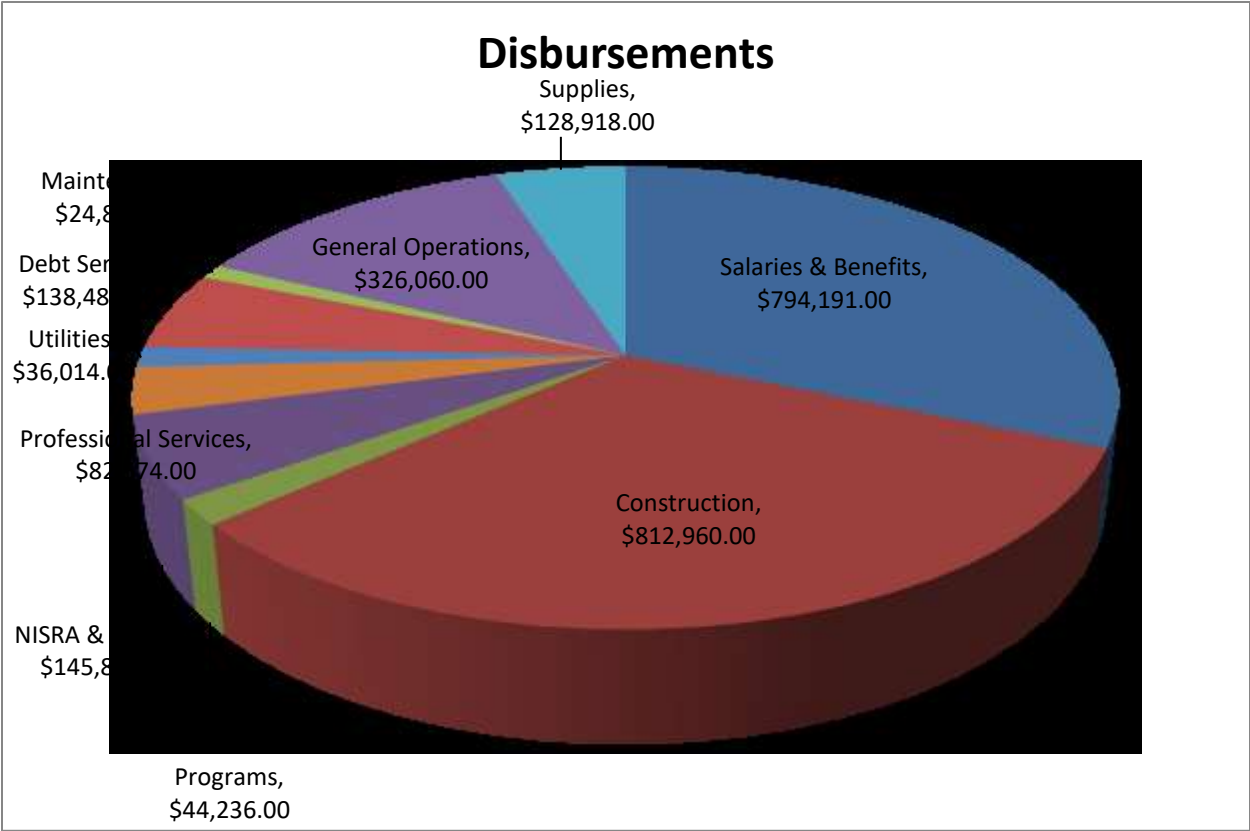
The fiscal year 2018 (May 1, 2017 - April 30, 2018) Annual Treasurer’s Report Summary Statement of Conditions is as follows:

Beginning Balance as of	
May 1, 2017	\$1,476,473.00*
Total Revenues	\$1,826,271.00
Total Disbursements	\$2,537,615.00
Ending Balance as of	
April 30, 2018	\$765,129.00*
*Cash held in trust	
\$308,453.00	



HAMPSHIRE TOWNSHIP PARK DISTRICT ANNUAL REPORT

2018



Tax Rate (2018)

<i>School District 300</i>	5.87
<i>DeKalb Park District</i>	0.74
<i>St. Charles Park District</i>	0.63
<i>Genoa Township Park District</i>	0.61
<i>Dundee Township Park District</i>	0.56
<i>Batavia Park District</i>	0.55
<i>Geneva Park District</i>	0.48
<i>Village of Hampshire</i>	0.52
<i>Kane County</i>	0.40
<i>Huntley Park District</i>	0.20
<i>Hampshire Twp Road District</i>	0.22
<i>Hampshire Township Park District</i>	0.18
<i>Kane Co. Forest Preserve Dist.</i>	0.16
<i>Ella Johnson Library District</i>	0.14
<i>Hampshire Township</i>	0.12



HAMPSHIRE TOWNSHIP PARK DISTRICT ANNUAL REPORT

2018

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.

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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*