

HAMPSHIRE TOWNSHIP PARK DISTRICT ANNUAL REPORT

2023



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

Early Childhood Program Director

Ashley Freer

Day Care Director

Christine Rutkowski

Recreation Manager

Stephanie Barone

Recreation Manager

Kim Johnson

Recreation Manager

Michael Prill

Parks Supervisor

Toby Koth

Park Board Commissioners

Nathan Looman | President

nlooman@hampshireparkdistrict.org

Jamie Herrmann | Vice President

jherrmann@hampshireparkdistrict.org

Meagan Tiffany | Treasurer

mtiffany@hampshireparkdistrict.org

Jennifer Reid | Secretary

jreid@hampshireparkdistrict.org

Tamara Chiu | Commissioner

tchiu@hampshireparkdistrict.org



Happy 75th Anniversary to the Hampshire Township Park District! We hope you were able to attend one of our many events this year! On a beautiful sunny 75 degree spring day - April 13 we gave out several hundred ice cream cones to celebrate the day the Park District founding. Later that summer we hosted the .1K "Let's not overdo it" race at Seyller Park, where we hope you enjoyed all the special activities and fun we had that day!

We are continuing to explore opportunities to grow and meet the needs of the residents. The planned growth of Hampshire will nearly double the population and it will not be long before

we exceed the capacity of our current facilities. Planning for the future will become a priority over the next few years to stay ahead of the town's growth.

With the award of our third OSLAD Grant in 10 years we will be working on the redevelopment of Seyller Park, our last Community Park in need of development. That statement will be short-lived however with the Crown development soon bringing new park land to the District.

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.

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From the Executive Director's Desk:

We are growing!

In May of 2023 we signed a lease and successfully moved our Administration offices from 390 South Ave. to 182 S. State Street to the heart of Hampshire. The hustle and bustle of downtown is very different from our quiet park, but we are enjoying being here with the community events that occur and the businesses that are here.

The 390 South building office area was then converted into a second preschool classroom which was licensed and opened in September for the start of the school year. The community room is still available for our programs and rentals, and summer camp operated out of this facility as well. The building is used nearly every day, night, and weekend, as we saw our highest number of rentals, 81 in total, in 2023.

An OSLAD grant was received for Seyller Park for a \$1.2M renovation project. Work will begin later this year and be finished by spring 2025. The redevelopment includes parking, ADA path, new playground and amphitheater,

The Hampshire Township Park District is continually working to become more efficient in our operations as the budget allows. For example, timed locks to open and close the bathrooms at Ream and Seyller were installed (Rackow already had timed locks) and the Control Link was installed at Treadwell Field at Ream Park to operate the ballfield lights via an app, reducing labor overhead for daily operations.

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 2022 are the following:

- Prepared the concession stand for operations.
- Hired new financial advisor.
- Awarded a \$600,000 OSLAD Grant for Seyller Park.
- Awarded a \$2,000 Pollinator Grant for Seyller Park.
- Awarded a matching Gametime/IAPD Grant for the playground project at Seyller.
- Secured new administration office space to allow Preschool to expand at the old Administration building.
- Changed the lighting at Treadwell Field (Ream Park) to the Control Link with

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- Musco which can now be remotely operated through an app.
- Prepared an RFQ for a design/build firm to take a new journey to create a facility design.
- Working through potential park acquisitions with Crown Properties.

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 2023 are the following:

- Successfully transitioned all IT, internet, phones and copier to the new building downtown Hampshire.
- New format created for the All-Staff meeting that was a huge hit!
- Bank conversion
- OSHA IL Department of Labor Record keeping and reporting requirements.

Parks:

The Parks Department maintains four parks in Hampshire Township; Ralph Seyller Memorial Park, Bruce Ream Memorial Park, Dorothy Schmidt Memorial Park and Rackow Park. Together, these parks consist of approximately 80 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 2023 are the following:

- Installed electric door locks at bathrooms for timers versus manually opening and closing the bathrooms each day.

- Extensive repair of Rackow field gates to take apart, rebuild frames, and rehung gates.

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 2023 are the following:



Athletics:

- Brought back youth Volleyball league for the first time since 2020.
- Offered co-ed volleyball was offered for the first time to 3rd and 4th graders.
- Rented out and prepped fields for tournament rentals.
- Record enrollment across all league based sport programs.
- Contracted with "Tetra Brazil Soccer" to instruct a week long summer camp.
- Replaced U10 and U14 soccer goals.
- Replaced damaged or old equipment for Soccer and Volleyball.

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Programs & Special Events:

- Added a swag bag option to the St. Patrick's Day 5k.
- Hired a Community Outreach Coordinator to help promote events, attend Chamber events, and secure sponsorships.
- Goat Soap Milk classes, Daddy Daughter Dance at Copper Barrel, Just Horsing Around
- We participate with a booth at the Hampshire Outdoor Markets and the Pingree Grove Touch a Truck Event.
- Held our first National Night Out with the Police Department.



- 75th Anniversary Year was a huge success and our ice cream party on April 13th as well as our summer party and .1K was well attended and enjoyed by the community.

Youth Programs:

The Youth Programs Department operates both the Extended Care (before and after school) program at Hampshire Elementary and Gary Wright Elementary schools as well as the Summer FUN Camp. Highlights for 2023 are the following:

- Portable Gaga Pit was added for camp.
- Set up morning care at HES and worked with D300 Transportation to send kids to the two other elementary schools.
- Brought in outside groups to provide new experiences for summer camp.



Early Youth Education:

It is the purpose of the Early Youth Education Department (Little People Playtime) to provide comprehensive educational programs for children in the community from the age of 6-weeks through 5 years. These programs include the highly respected pre-school that has operated for over forty years, and summer camps are housed in the Little People Playtime (LPP) facility at 441 East Jefferson. Highlights for 2023 are the following:

- Addition of new classrooms at 390 South St.
- Enrollment continues to grow with new families moving into the area.

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- Continue to use our own garden on site for farm to table education.
- Expanded summer field trips with the use of the Park District bus.
- Continuing to Expand the Preschool programs and offer new updated programming.
- Added “Meet the Teacher” before school
- Always adding new exciting programming into our already great program.
- Started “Little People Athletics” to add a physical education class into our curriculum
- Updated and improved our Little People Curriculum.



Community Partnerships:

Staff is working with the Village of Hampshire, the Hampshire Chamber of Commerce, the Library, and several other community organizations, businesses and local governments to continue to host special events on State Street throughout the year.

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Goals for 2024:

Goal #1:

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

- ***Work with developers to obtain park land and design the park as the area develops based on interests, location, and amenities desired***
- ***Work with D300 to acquire additional programming space at other facilities than Gary D. Wright Elementary***

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.

- ***Seek public input on future facility wants and needs through design build process***
- ***Explore programming opportunities and expansion through a new park district facility***

Goal #3:

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

- ***Hire support staff to allow program growth and expansion***
- ***Continue to streamline operations through use of cloud based programs, apps, etc.***

Goal #4:

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

- ***Continue to utilize staff experience to design and develop parks to utilize the maximum amount of funds for development***

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Goal #5:

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

- ***Discuss facility use and growth with other agencies based on their needs to prevent duplication of services/amenities***

Goal #6

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

- ***Create a Capital Project Plan to show future needs and improvements and proposed timeline (budget dependent)***

Goal #7:

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

- ***Discuss expanding communication methods with residents and determine effective manners to expand communication offerings (communication app, digital signage, catalog, mailers, etc.)***
- ***Meet with other directors and agencies and maintain lead contacts***

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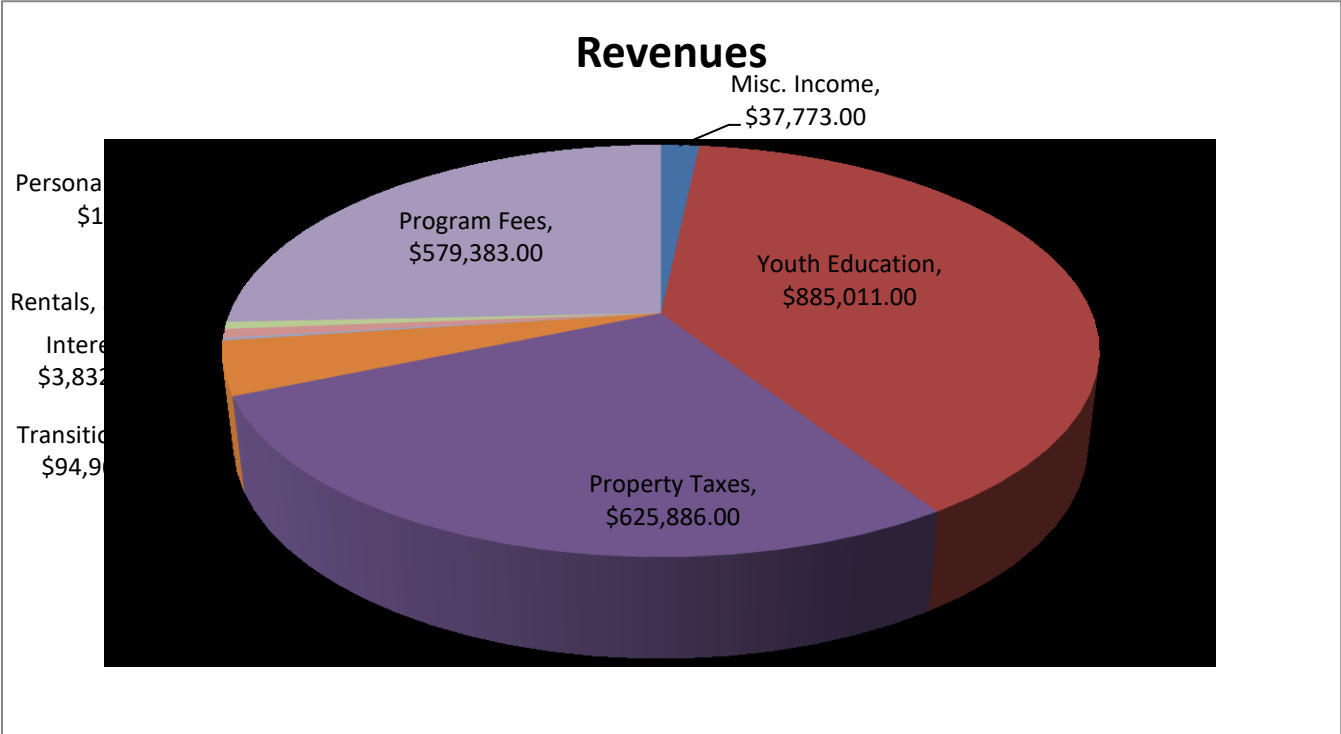
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Fiscal Responsibility

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.

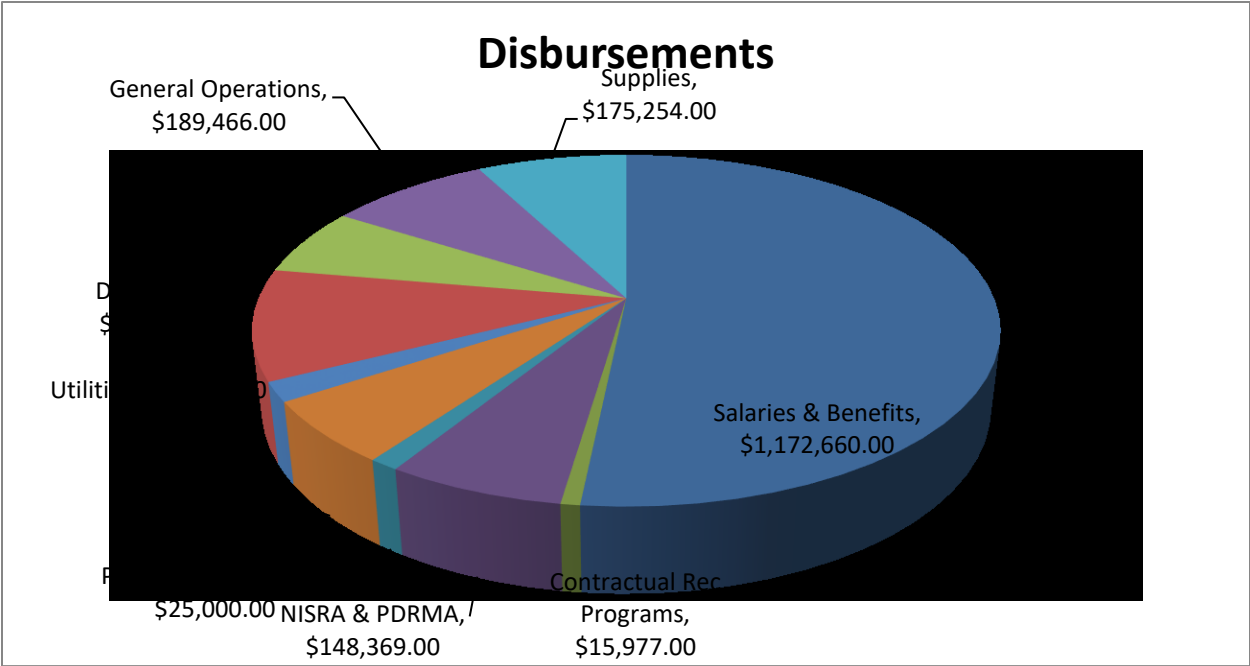
The fiscal year 2021 (May 1, 2022 - April 30, 2023) Annual Treasurer’s Report Summary Statement of Conditions is as follows:

Beginning Balance as of	
May 1, 2022	\$704,547.00*
Total Revenues	\$2,475,433.00
Total Disbursements	\$2,271,021.00
Ending Balance as of	
April 30, 2023	\$908,969.00
*Cash held in trust	
\$114,001	



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Tax Rate (2023 payable)

School District 300	5.325
DeKalb Park District	0.709
Sycamore Park District	0.679
St. Charles Park District	0.633
Genoa Township Park District	0.564
Dundee Township Park District	0.512
Batavia Park District	0.550
Geneva Park District	0.476
Village of Hampshire	0.471
Kane County	0.352
Huntley Park District	0.196
Hampshire Twp Road District	0.209
Hampshire Township Park District	0.170
Kane Co. Forest Preserve Dist.	0.143
Ella Johnson Library District	0.130
Hampshire Township	0.111

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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 laura@hampshireparkdistrict.org



NISRA
Northern Illinois
Special Recreation Association

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.