Hampshire Township Park District
Board of Commissioners
Meeting Minutes
December 15, 2025

I. Call to Order:

At 6:30 p.m.President Looman called the meeting to order.

II. Pledge of Allegiance

III. Approval of Agenda

Commissioners Present: Jamie Herrmann, Tamara Chiu, Meagan Tiffany, Nathan Looman

Commissioners Absent: Jenn Reid

Staff Present: Laura Schraw- Executive Director

Commissioner Chiu made a motion to approve the agenda. Seconded by Commissioner Tiffany. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

IV. Citizens to be Heard: None

V. Consent Agenda

A. Approval of November 17, 2025 Public Hearing Meeting Minutes B. Approval of November 17, 2025 Meeting Minutes
C. Approval of December 1, 2025 Working Meeting Minutes
D. Approval of November 20, 2025 Transfer of Funds within Heartland Bank, from Money Market #9632 to the checking account #0235 in the amount for $100,000.00.
E. Approval of November 21, 2025 Transfer of Funds within Heartland Bank, from Money Market #9632 to the checking account #0235 in the amount for $100,000.00.
F. Approval of December 3, 2025, Transfer of Funds within Heartland Bank, from Money Market #0219 to the checking account #0235 for $100,000.00. G. Approval of payables paid between meetings from 11/18/25 to 12/12/25 for $119,744.25.

Commissioner Herrmann made a motion to approve the consent agenda. Seconded by Commissioner Chiu. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

VI. Staff Reports: Commissioners were able to review the reports prior to the meeting.
Commissioner and Staff Comments on staff reports: ED Schraw reported that OSLAD was finally

approved. She also reminded everyone that their apparel orders are due today. Commissioner Looman asked about the replacement of Nick's position. ED Schraw said that they are working on that at this time.

VII. Commissioner and Staff Comments
None at this time.

VIII. Old Business
None at this time.

IX. New Business
A. ETC Handbook Changes: Staff has reviewed the ETC Handbook and the recommended changes are included in the redlined document as attached. There is also an addition that students cannot go back to their classrooms once they leave them.

Commissioner Chiu made a motion to approve the proposed ETC Handbook Changes for the 2026 - 2027 school year. Seconded by Commissioner Herrmann. Motion passed with 4 Ayes, 0 Nays, 0 Abstain.

B. Crown Development Parks: The parcels are near completion with the punch list items.The Development has now said they will not grade and seed the agreed upon areas. We are also not taking the dog park parcel until the agreement is set.

C. Kelley Road Property – Kane County

Prior to the Park District's acquisition of the Kelley Road Park, Kane County had received approval from the developer and the Village of Hampshire to correct a drainage issue from Marney Road (around 60 acres of developed land) across the park parcel to the wetland drainage area.

The original design went west from Marney and created a ditch along Kelley Road. The proposed slope is too steep for our staff to maintain due to our safety requirements, and Hampshire Township cannot devote resources to mowing this as frequently as necessary.

The revised design shows the drainage ditch going north under Kelley and then through a swale along the eastern edge of the property to the wetland area. The drainage way would be naturalized.

Staff expressed concerns about future growth and if it would push additional water through this Route and onto the Park. The County stated that any additional development south of Kelley Road would not drain through this route.

There was no easement recorded for the County to complete this work when the property was deeded to the Park District. The County is requesting our permission to build this drainageway.

Commissioner Chiu made a motion to table the decision on Kelley Road Park Parcel PIN 01-15-305-001. Seconded by Commissioner Herrmann. Motion passed with 4 Ayes, 0 Nays, 0 Abstain.

D. DCFS Compliance – HB 1312

During the Veto Session, the General Assembly passed HB 1312 and Governor Pritzker signed it into law as PA 104-0440.

This new law took effect immediately and creates several new requirements for licensed day care Facilities.

Legal is reviewing the information.

Commissioner Tiffany made a motion to approve staff to work with legal to create a policy. Seconded by Commissioner Chiu. Motion passed 4 ayes, 0 nays, 0 abstain.

E. Program Fees

The 2026-2027 early childhood and school age programs will be released in February/March fees for child care programs. Summer Camp: $225 per week for 8:30 – 4 pm, $15 for 7:30 – 8:30 am, $20 for 4-5 pm, $30 if registered for AM/PM

Extended Care: $3 per month increase
Adventure Club: based on program offerings (i.e. in-house, field trip, contractual program)
Little People Playtime Day Care and Preschool: 5% increase in monthly program fee.

Commissioner Herrmann made a motion to approve program fees/increases. Seconded by Commissioner Chiu. Motion passed 4 ayes, 0 nays, and 0 abstain.

X. Executive Session

XI. Adjournment: At 7:05 p.m. Commissioner Chiu made a motion to adjourn the meeting. Seconded by Commissioner Tiffany. Motion passed with 4 Ayes, 0 Nays, 0 Abstain.

Next meeting - January 12, 2026.