HAMPSHIRE TOWNSHIP PARK DISTRICT ANNUAL REPORT

2024

HAMPSHIRE Township Park District

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

In 2024 the Park District went back to the drawing board on designing a community facility for recreational purposes. This included a thorough business plan for operations, as well as several public input sessions beginning in February and ending in the summer. The referendum question was placed on the ballot in November and was voted down. Despite this setback in providing indoor programming space, the staff has continued to find ways to expand programs and offerings to the community.

This year was spent improving Seyller Park with continued construction from the OSLAD Grant Award of $600,000 bringing a total of $1,200,000 worth of improvements to our oldest park in Hampshire!



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:

It was a busy year determining the scope of a new facility, including creating a business plan, as well as the construction of Seyller Park with the OSLAD funds.

Luckily we were able to finish the amphitheater area in time for our Music Under the Oaks event. The location next to the playground and bathrooms, as well as ample parking, was a welcome change for families!

Special thanks to a local Eagle Scout that built the disc golf course with the assistance of a resident who is passionate about disc golf. It's been a welcome addition to our park!

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 2024 are the following:

- Purchased 14 acres on State Street for a future facility continuing to develop the "Government Center" of Hampshire.
- Deeded 29 acres on Kelley Road for a park.
- Worked on the building public engagement, facility design, and operation plan with consultants.
- Continued construction, including acquiring quotes, construction management, and payments for Seyller Park per the OSLAD Grant.
    - Amphitheater
    - Ballfield Construction
    - Skate Park/resurfacing of basketball & tennis courts
    - Disc Golf course (Eagle Scout Project)
- Completed the Local Government Efficiently Committee meetings and the Decennial Committee Report was sent to Kane County as required.
- Purchased a second bus for summer camp and LPP field trips.
- The American Legion has graciously assisted with replacing the flagpole and spring clean up at the Veteran's Memorial.

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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 2024 are the following:

- Evaluation of exempt/non-exempt employee statuses.
- New IMRF and Unemployment website reporting.
- Continued to onboard new employees.
- Hired an HR Consultant due to the increased demand of HR Matters.

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 2024 are the following:

- Improving signage for consistency at all parks owned by the District.
- Added a new mower to the fleet for additional acreage coming in 2024-2025.
- Changed the shuffleboard court at Schmidt Park to a Pickleball Court.

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 2024 are the following:

Athletics:

- Continued to expand program through use of HMS and HHS for basketball.
- Summer Basketball ran with Huntley and Dundee Park Districts.
- Introball for 9-10 year old baseball.
- Added girls flag football.
- Added flag football cheer.
- Began the process of learning about the Jr. Whips Feeder Basketball Program for acquisition and management in 2025.



Programs & Special Events:

- Music under the Oaks took place in the new Seyller Park Amphitheater.
- Participated in the Cocoa Crawl as an Ice Sculpture Sponsor.
- Served free Sno Cones to the community at the Summer Street Dance.
- Created an Arbor Day Birthday Party Event and secured 10 donated trees to plant.
- Largest St. Patrick's Day 5K run to date!

- Offered senior trips including a Strawberry Festival, Festival of the Vine and Arcada Theatre.
- The Youth Dance Spring Recital was performed on a stage through partnership with Wright Elementary School.
- Created a Volunteer Picnic event.
- Trunk or Treat continues to grow in Hampshire and brings over 2,000 people to downtown.
- Walkin' Hampshire- a free Walking Club for all ages has been a new addition sponsored by Moffett Physical Therapy.
- The first Haunted Trail was held in the Rackow Park Woods, the event was a spooky good time.



Early Youth Education:

The Early Youth Education Department, operating as Little People Playtime, continues to provide comprehensive educational programming for children in the community ages six weeks to five years. The department delivers year-round early learning services, including our highly regarded preschool program, which has served families for over forty years, as well as childcare and summer camp opportunities. Programs are housed within the Little People Playtime facility located at 441 East Jefferson. Preschool is housed at a separate location at 390 South Ave.

During the year 2025 program, Little People Playtime made significant progress in strengthening both its educational services and operational capacity:

- Facility Expansion: Little People Playtime operates year 'round out of 2 separate facilities. In the summer months the preschool building holds weekly preschool summer camps themed to the children's interests.
- Operational Enhancements: Continued work to improve program efficiency through upgraded food delivery systems and the ongoing transition to the ProCare management platform. We welcome each family daily with a smile.
- Educational Enrichment: Introduced more learning adventures, some in-house some off site and academic experiences designed to support early childhood development and expand engagement opportunities for students.

These efforts reflect the department's ongoing commitment to high-quality early learning environments that prepare children for long-term academic and social success.

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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.





Goals for 2025:

Goal #1:
Provide and maintain park land and recreational facilities that meet the present and future recreational needs of district residents.

Secure additional land in new developments for Recreation and future Facility growth

Work with developers to obtain park land and design the park as the area develops based on interests, location, and amenities desired

Communicate with D300 on facility needs and use

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.

Expand programming for teens and adults

Continue to build partnerships for program/event opportunities

Plan for Hampshire's 150th Anniversary Celebration

Goal #3:
Ensure that administration of the Park District is effective, well-managed, customer friendly and provides a creative work environment for staff.

Hire a Office Coordinator to assist with walk-ins and phone calls

Hire internal HR Coordinator as employee base has expanded to 27 FT and a total of 85 employees including part time

Explore payroll and financial management software to streamline operations

Transition to an online onboarding platform for HR management

Goal #4:
Exercise fiscal responsibility and prudence in all financial and business transactions.

Continue to develop park amenities to expand program offerings

Continue to transition to an operationally efficient agency with less manual data entry and tracking

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
- Explore development opportunities for future land acquisition

Goal #6
Ensure that all parks facilities are maintained efficiently, cost effectively, safely, and in accordance with all standards and codes.

- Develop a Capital Development plan to determine future funding needs for park district growth

Goal #7:
Maintain strong communications with District residents and other public agencies and private sector organizations.

- Attend meetings to foster relationships with other organizations and build a relationship with local Hampshire businesses

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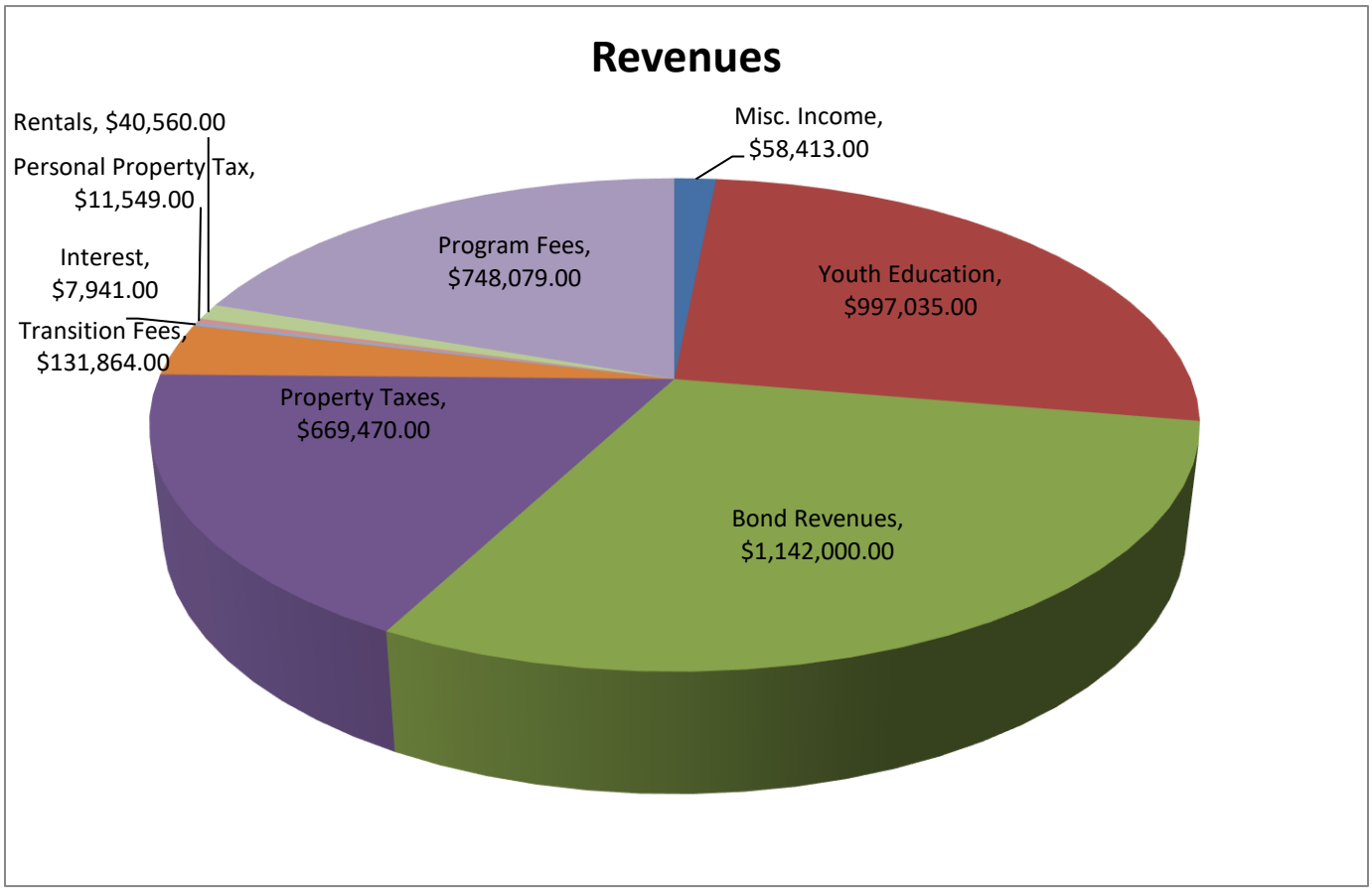
Fiscal Responsibility

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 2024 (May 1, 2023 - April 30, 2024) Annual Treasurer's Report Summary Statement of Conditions is as follows:

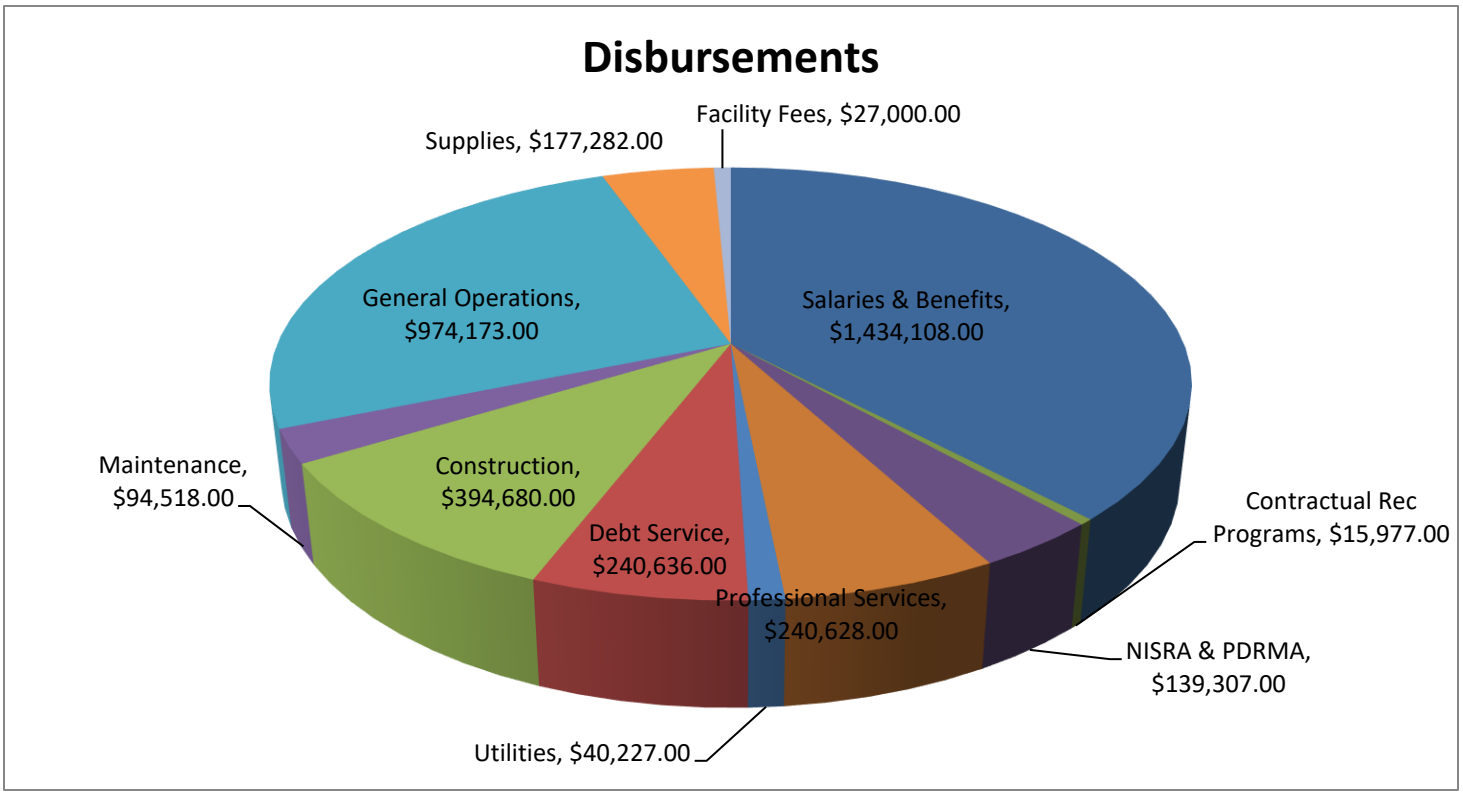
Beginning Balance as of May 1, 2023	$941,781.00*
Total Revenues	$4,106,911.00
Total Disbursements	$3,778,536.00
Ending Balance as of April 30, 2024	$1,270,156.00

*Cash held in trust $17,102



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Tax Rate (2024 payable)

School District 300	*5.035*
Hampshire Fire District	*0.893*
DeKalb Park District	0.648
Sycamore Park District	0.608
St. Charles Park District	0.632
Genoa Township Park District	0.527
Dundee Township Park District	0.486
Batavia Park District	0.534
Geneva Park District	0.477
Village of Hampshire	*0.447*
Kane County	*0.309*
Huntley Park District	0.186
Hampshire Twp Road District	*0.194*
Hampshire Township Park District	***0.164***
Kane Co. Forest Preserve Dist.	*0.128*
Ella Johnson Library District	*0.114*
Hampshire Township	*0.10*

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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.