

Thornton Recreation Department Annual Report 2017-18



Mission Statement:

To provide quality recreation programs, facilities, and parks that meet the leisure needs and improve the quality of life for the residents of Thornton.

2017-18 Thornton Recreation Personnel

Director of Parks and Recreation

Sharlee Dunlop

Assistant Director

Amy Potwin

Front Desk Personnel

Mary Vasquez

Jennifer Shadley

Rebecca Houts

Melissa Gesswein

Ida Martinez

Melanie Shadley

Preschool Instructors

Amy Potwin

Jennifer Shadley

Program/Fitness Instructors

Monica Villanueva

Melanie Shadley

Joanna Banasiak

Nicole Reichert

Michael Cronin

2 Young Instructors

Mary Vasquez

Rebecca Houts

Summer Camp Counselors

Victoria Frederick

Melanie Shadley

Joanna Banasiak

Logan Szabo

Nicole Reichert

Journey Forsythe

Heather Reichert

Concessions

Journey Forsythe

Melanie Shadley

2017-18 Thornton Recreation Accomplishments

- **Every month:** Park equipment and safety surfacing of all parks are maintained. We continue to offer many free community programs such as: Pinochle, Hand & Foot, T.O.P.S., Alcoholics Anonymous, Scout Meetings, and Play Pals. We continuously update social media including; Facebook, website and cable channel 4. We edit, design and produce the Village's quarterly newsletter. We maintain paperwork for existing grant applications and research new opportunities. We help coordinate various Village-wide events. We consistently meet as a team to discuss aspects to improve daily operations. We coordinate with School District 154 to provide services to resident youth. We maintain a helpful and friendly team of employees who continue to prove their loyalty, dependability and commitment to the recreational needs of the community.
- **May 2017:** A new season of Co-Ed softball began. Another successful Preschool and 2 Young school year finished with 28 students. Approximately 90% of our students are Thornton residents. We coordinated the 3rd Annual Memorial Day Veteran's Breakfast at Jimboo's. Approximately 20 veterans attended. We have seen a small increase in Senior Bingo participants.
- **June 2017:** The 11th annual Market in the Park began! We coordinated a schedule of events and promotions for residents to enjoy. Including bounce houses, petting zoo, free raffles and giveaways! We also offered treats and lunches to vendors and participants. Summer Camps began with 41 participants. About 85% of Summer Camp participants are Thornton Residents. In conjunction with Public Works, we began planning and developing the design and brick choices for Memorial Park as well as restoring the small north ball field for tee ball games and practices. The All-Purpose room (we call it the gym) was painted by resident business Neil Decorating and it turned out very nice.
- **July 2017:** We continued monthly Senior Bingo throughout the summer. 4th of July concessions kicked off our stand operation to continue every Monday night for the Co-Ed softball games through October. We purchased a new Preschool Kitchen and chairs for the 2 Young class. We have seen a dramatic increase in Softball participants and field rentals operate six nights a week.
- **August 2017:** Thornton Township Picnic was held at Nason Park. We began a new Preschool year with 30 participants. We replaced our old 2 Young carpeting with luxury vinyl plank. It is much more convenient and hygienic. We began research to hold a one day dog park and began planning the Halloween Hunts.
- **September 2017:** Weekly Five Play schedule resumed with a focus on preschool. Fall Co-Ed Softball began with another group of eight teams. We replaced a few deteriorated banquet chairs in the conference room. We rented the field to a round-robin softball tournament as well as the Home Depot for their employee appreciation day. Public Works removed the sand box in Mikrut Park at our request.
- **October 2017:** Halloween Pumpkin Hunts were successful. We closed the Market in the Park for the season and corresponded with Dotson's Farm on the status of returning in 2018. We canceled the Bark in the Park due to lack of enrollment. We began planning for Holiday Happenings.
- **November/December 2017:** We contributed to the coordinated decoration throughout the village planters. We repeated our annual participation in Holiday Happenings by providing the Trolley rides and Family Bingo. This year the Historical Society shared the cost of the trolley. All carpets were sanitized and dry cleaned. We began developing activities and participants for our first Earth Day event. We purchased new entrance mats. We were approached by Thornton Township to rent the facility during their time of construction.

- **January 2018:** We worked on getting competitive bids and budgeting for our next fiscal year. We began promoting Thornton Youth Baseball and our Coed Softball leagues. We continued to plan the Earth Day event. We began planning for Easter events.
- **February 2018:** The Kodenkan Academy hosted their annual winter clinic. Participants from all over the United States took part in this three-day event. We began organizing and booking summer camp events. We started renting the All-purpose room and game room to the Thornton Township. We provide a space for Senior Luncheons that would otherwise be canceled until further notice. The Township uses the game room to prepare and organized their activities. This also begins a new relationship with the township staff and possibilities of future collaboration. Our FY19 budget was presented to Trustee Kaye for discussion. In agreement with Dotson's Farm, we decided to discontinue the vendor and crafter portion of Market in the Park for 2018. The Farmer will return July through September 2018. We will revisit after that time. The fitness center annual preventative maintenance was performed.
- **March 2018:** We began registering resident preschoolers for the 2017-18 school year. We made updates to the Fitness Center with the purchase of three new fitness bikes. The bikes replace broken older models. We also held two very fun Easter Egg Hunts. The small north ball field was restored by Public Works with the help of Lehigh Hanson and Diekelman Asphalt. We purchased new bases and pitching rubber.
- **April 2018:** Co-Ed Softball is again very popular this year. Thornton Youth Baseball League is not a village-budgeted program, but it's important to note their success this year; resident youth expanded into two age groups! Our well maintained ball fields are highly sought after by many leagues. Both fields are heavily scheduled through the season. We held our first annual Earth Day event with a good turn-out. We had a lot of resident interest and hope to make it more successful in 2019.
- In making our final deposit, our department generated over \$53,000 in revenue.

2018-19 Thornton Recreation Goals

- Maintain and improve existing programs, field trips and events. Continue to offer new options.
- Update job descriptions, Capital Assets, Grant Applications and Five year plan.
- Continue to maintain all park equipment with ADA compliance. Add/Replace additional ADA compliant equipment to all parks. Including the toddler swings at Diekelman Park.
- Continue to evaluate and remove inoperative equipment, paperwork and electronics.
- Continue to advertise to increase participation, revenue and health.
- Continue to coordinate efforts in all buildings and grounds projects including new concession stand openings and a walking track at Nason Park and the completion of Memorial Park.
- Update the lockers and storage areas in Preschool.
- Update the staff breakroom and flooring.
- Update and re-purpose the asphalt patches at Hubbard and Mikrut playgrounds.
- Design and research new playground equipment for Nason Park to replace the aging structure.
- Update equipment and technology for all programs, including the 2 young viewing station.
- Continue to design and edit the quarterly newsletter and cable channel 4 as well as participate in Village social events.
- Attend conferences and meetings specifically pertaining to Parks, Recreation to gain fresh ideas and make business contacts.

Recreation Intake Descriptions

Preschool – 2 Young 2 Go 2 Preschool, Preschool, and Pre-Kindergarten classes offered to children ages 2-5.

Youth Programs – Five Play, Summer Camps, Babysitting and Youth Zumba offered to children ages 2-13

Adult Programs – Craft shows, Market in the Park, Senior Bingo, Co-Ed Softball and Jujitsu

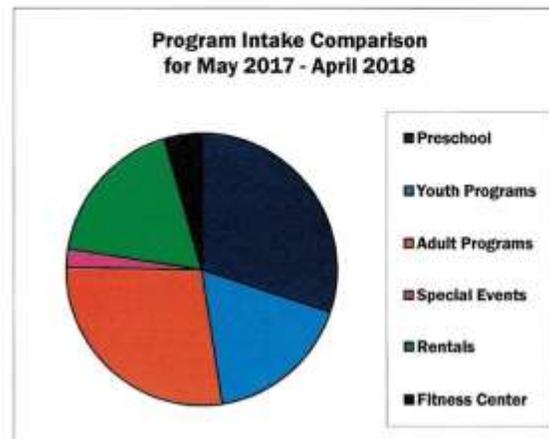
Special Events – Egg Hunts, Pumpkin Hunts, Family Bingo and Holiday programs

Rentals – Parties, Room, Ball field, Pop Machine, Table & chairs, and pavillion rentals.

Fitness Center – Memberships

Recreation Program Intake Comparison

Program Type	Approx. Intake
Preschool	\$16,095.00
Youth Programs	\$9,312.00
Adult Programs	\$14,781.81
Special Events	\$1,132.00
Rentals	\$9,668.19
Fitness Center	\$2,370.00
	\$53,359.00



Program Type	Approx. Intake
Preschool	\$18,782.75
Youth Programs	\$7,230.00
Adult Programs	\$8,909.00
Special Events	\$2,148.62
Rentals	\$8,179.87
Fitness Center	\$3,615.00
	\$48,865.24

