



Thornton Recreation Department Annual Report 2015-16



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.

2015-16 Thornton Recreation Personnel

Director of Parks and Recreation

Sharlee Dunlop

Assistant Director

Amy Potwin

Building Attendant/Front Desk Personnel

Mary Vasquez

Jennifer Shadley

Nerissa Major

Victoria Frederick

Melissa Gesswein

Preschool Instructors

Amy Potwin

Jennifer Shadley

2 Young Instructors

Mary Vasquez

Rebecca Houts

Fitness and Sport Instructors

Monica Villanueva

Kristen Plugge

Dan Howard

Kyle Carlson

Victoria Frederick

Nicole Reichert

Camp Coordinators

Victoria Frederick

Drew Tutor

Melanie Shadley

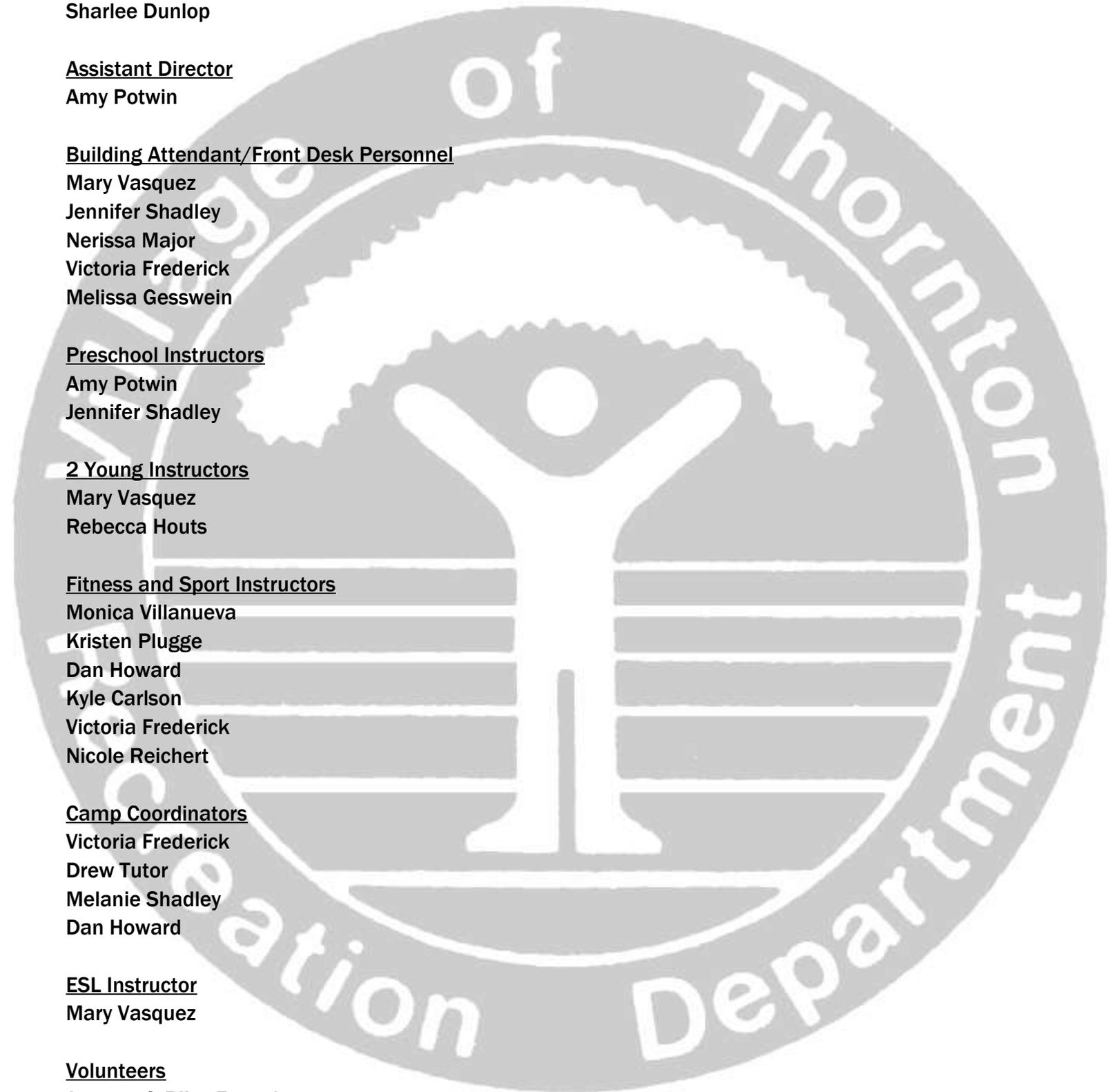
Dan Howard

ESL Instructor

Mary Vasquez

Volunteers

Journey & Riley Forsythe



2015-16 Thornton Recreation Department Accomplishments

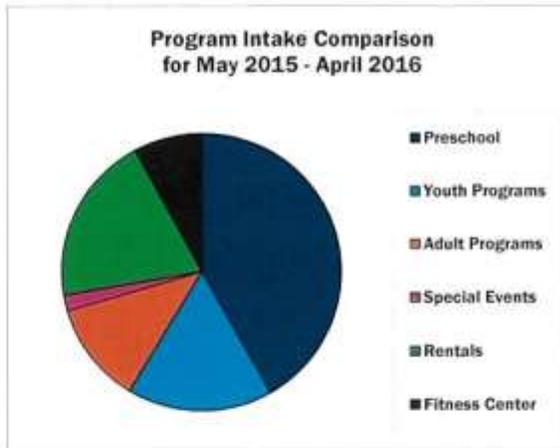
- **Every month:** Park equipment and safety surfacing of all parks are maintained. We continue to offer many free community programs such as: Pinochle, Hand & Foot, T.O.P.S., Alcoholics Anonymous, Scout Meetings, and ESL (English as a Second Language). We consistently meet and discuss aspects to improve daily operations. We coordinate with SD 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 2015:** New window treatments were installed in the preschool and all-purpose rooms. New “Market in the Park” signs were purchased for Hubbard Park and the sign shop on Schwab. We began a new season of Co-Ed softball and ended another successful Preschool year with 30 students. 90% of our students are Thornton residents.
- **June 2015:** We opened the 9th annual Market in the Park! Our Summer Camps began. Our sunshade was installed, by Thornton Public Works, in the Nason Park sandbox. We celebrated the 10 year anniversaries of our Preschool teacher Amy Potwin and our Martial Arts dojo; Kodenkan Academy.
- **July 2015:** We participated in the Fire Association Corn Roast. Memorial trees were planted at Memorial and Nason Park.
- **August 2015:** We began a new Preschool year. We purchased a few new play tables and chairs for programs. Public works placed new mulch on Nason and Mikrut parks. We implemented our new Five Play program!
- **September 2015:** 10 new banquet tables were purchased for parties and rentals. We began upgrading the Game room. We established a new FREE Moms and Tots playgroup. We resumed our monthly Senior Bingo Luncheon. Thornton Public works installed new edge timbers to prevent mulch erosion at Nason Park.
- **October 2015:** New Surface Pro 3 tablets were purchased for use in preschool. We organized two fun Halloween Pumpkin Hunts.
- **November/December 2015:** We contributed to the coordinated decoration throughout the village. We repeated our annual participation in Holiday Happenings by providing the Trolley rides and Family Bingo. We adorned the Thornton Township Christmas tree that represents the Village of Thornton.
- **January 2016:** Implemented local business advertising packages. We purchased two security cameras for the Fitness Center for member safety. We purchased new tennis nets for replacement. We began contacting vendors and crafters for the 10th annual Market in the Park.
- **February 2016:** The Kodenkan Academy hosted the “Farewell to Winter” clinic. We purchased new shelving and storage cabinets. Thornton Public works repaired some heating issues in our small dojo. We hosted a fundraising sale with the Girl Scouts and PTA.
- **March 2016:** We began registering resident preschoolers for the 2016-17 school year. We began cleaning up the concession stand. We organized two Easter Egg Hunts. We began advertising for Softball and Farmer’s market. We assumed the temporary duties of editing Cable Channel 4 and the Village newsletter as well as the planning of the Veteran’s Memorial Day Breakfast.
- **April 2016:** We continued making purchases and upgrades in the Game room and Concession stand. We began Softball and TYBL registrations. In making our final deposit, our department generated over \$45,000 in revenue.

2016-17 Thornton Recreation Goals

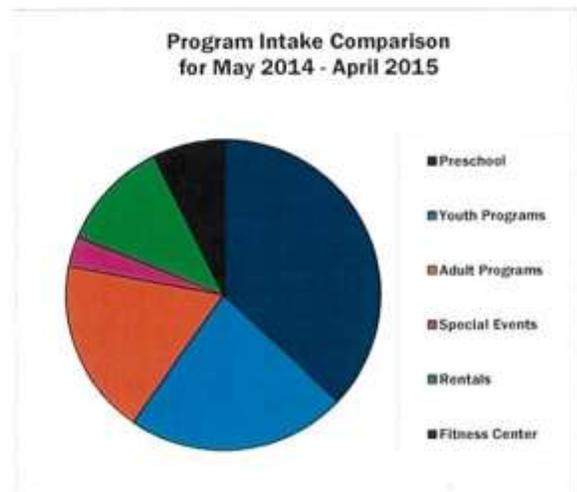
- Maintain existing programs and continue to offer new options.
- Continue to maintain all park equipment with ADA compliance. Add/Replace additional ADA compliant equipment to all parks.
- Continue to fundraise through the Funding Factory and USAGAIN.
- Schedule and train all staff members in CPR and First Aid. (every two years)
- Continue to evaluate and remove inoperative equipment, paperwork and electronics.
- Improve the appearance of the Community Center with paint, remaining window treatments and furniture.
- Advertise and motivate to increase participation, revenue and health.
- Improve existing programs, field trips and events.
- Completely renovate the concession stand for operation.
- Install new public address system at the concession stand.
- Finish Game room upgrades before Summer Camp begins.
- Continue to coordinate efforts in various buildings and grounds projects including Memorial Park and Nason or Hubbard park walking track.
- Replace timeworn banquet chairs.
- Design and research new playground equipment for Nason Park to replace the aging structure.
- Update equipment, and electronics for the Preschool program.
- Install camera viewing station for fitness member safety
- Increase customer and vendor participation at the Market in the Park with weekly special offers.
- Improve quality of our Fitness Center by purchasing weeding out unused equipment and purchasing a new treadmill.
- Continue to design and edit the quarterly newsletter and Comcast channel 4 as well as other social events.
- Attend conferences and meetings specifically pertaining to Parks, Recreation and Farmer's Markets in an attempt to gain fresh ideas and make business contacts.
- Update and create job descriptions, Capital Assets, Grant Applications and a new Five year plan.

Recreation Program Intake Comparison

Program Type	Approx. Intake
Preschool	\$18,828.00
Youth Programs	\$7,623.00
Adult Programs	\$5,328.00
Special Events	\$799.00
Rentals	\$8,928.00
Fitness Center	\$3,565.00
	\$45,071.00



Program Type	Approx. Intake
Preschool	\$16,646.00
Youth Programs	\$10,164.00
Adult Programs	\$8,215.00
Special Events	\$1,400.00
Rentals	\$5,185.00
Fitness Center	\$3,282.00
	\$44,892.00



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 Camp, and Youth Zumba offered to children ages 2-13

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

Special Events – Egg Hunts, Pumpkin Hunts and Holiday programs

Rentals – Party and room, Ball field, Pop Machine, Table & chairs, and pavilion rentals.

Fitness Center – Memberships

