

Thornton Recreation Department Annual Report 2019-20



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.

2019-20 Thornton Recreation Personnel

Director of Parks and Recreation

Sharlee Dunlop

Assistant Director/Rental Coordinator

Amy Potwin

Front Desk Personnel

Mary Vasquez

Jennifer Shadley

Rebecca Houts

Ida Martinez

Preschool Instructors

Amy Potwin

Jennifer Shadley

2 Young Instructors

Mary Vasquez

Rebecca Houts

Softball Manager

Michael Cronin

Summer Camp Counselors

Nicole Reichert

Emmanuel Martinez

Sam Gbur

Heather Reichert

Grace Gbur

2019-20 Thornton Recreation Accomplishments

- **Responsibilities:** Park equipment and safety surfacing of all parks are maintained. We offer several free community programs such as: Pinochle, Hand & Foot, T.O.P.S. and Alcoholics Anonymous. We update social media including; Facebook, Village of Thornton website and Comcast Cable channel four. We hold a monthly Senior Bingo Luncheon. We receive each department's articles to edit and design the Village's quarterly newsletter. We maintain paperwork for existing grant applications and research new opportunities. We plan and coordinate Village-wide events such as the Mayor's Veteran Breakfast and the Police Department's National Night Out. We consistently meet as a team to discuss aspects to improve daily operations. We coordinate with Thornton Youth Baseball League and Wolcott Community PTA. We work closely with School District 154 to provide opportunity of 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 Thornton.
- **May 2019:** Another successful Preschool and 2Young school year flew by with 30 students. Approximately 90% of our students are Thornton residents. We put the finishing touches on our breakroom/indoor concessions at the Community Center. A new season of Co-Ed softball began with the maximum eight teams. We held the Mayor's 5th Annual Memorial Day Veteran's Breakfast at Jimbooo's. Approximately 20 veterans attended. We hired new camp counselors. We continue to see increases in Senior Bingo participants and Ball Field Rentals
- **June 2019:** The Thornton Township Picnic was held at Nason Park. The 2nd Touch-A-Truck went really well. We adjusted the length and added an Ozinga Cement mixer! Lehigh Hanson's enormous quarry equipment make the event memorable. Thornton Youth Baseball ran a successful concession stand for the event. Public Works installed the first set of bricks at Memorial Park. Summer Camps began with 46 participants. Only three Summer Camp participants did not reside in Thornton.
- **July 2019:** We continued monthly Senior Bingo throughout the summer. 4th of July concessions went very well. We continued stand operation every Monday night for the Co-Ed softball games through October. Staff began research and interviews to hire a deep cleaning/disinfecting company for our public restrooms. We saw a rise in ball field rentals, operating six nights a week.
- **August 2019:** Summer camps came to a close. We began a new Preschool year with 28 participants. We began planning the Halloween Pumpkin Party, offering a Fall Raffle and coordinated the National Night Out. We continued our 2nd year of selecting a Pet of the Month.
- **September 2019:** We rented the ball field to a round-robin softball tournament as well as the Hubbard Park pavilion and ball field to Home Depot for their employee appreciation day. We began preparations to make room for the Secretary of State to use the mid-section of our building between the police department. We held a New Park Party to celebrate the new playground equipment at Nason Park. After discovering some park vandalism, I.T. installed a camera for us to better view the playground and surroundings at Nason Park.
- **October 2019:** We held our 2nd Halloween Pumpkin Party. We booked Crosstown Exotics, for a free all-ages reptile show. We hosted a large crowd, it was a big hit. In coordination with Public Works, another Memorial Brick order was installed. Preventative Maintenance was performed on our fitness center. We began planning for Holiday Happenings.
- **November/December 2019:** We introduced the Santa for Seniors program. We coordinated with The Villa nursing home in South Holland. As donations came in, we did Christmas shopping for the Villa residents. Thank you to all that donated, you made the holiday very special for those seniors. We

continued our annual participation in Holiday Happenings by providing the Trolley rides and Free Family Bingo. The Thornton Historical Society shares the cost of the trolley. We continued to search for a disinfectant company and prepare for the Secretary of State Task Force rental. We began working on plans for our 3rd Annual Earth Day event.

- **January 2020:** This time of year we seek competitive bids and budgeting for our next fiscal year. We began promoting Thornton Youth Baseball and our Coed Softball leagues. We constructed our mobile gaming units to use anywhere in the building. The Secretary of State task force began working out of their remodeled facility on a daily basis. We continued planning the Earth Day event. We began shopping for the Easter Egg Hunts. We replaced the aged and malfunctioning computer in the preschool room.
- **February 2020:** We began searching for a new trolley for Holiday Happenings, the company we used, for 10+ years, closed. We hired Cintas to deep clean our public restrooms. We have been satisfied with the results. We also hired a part time Janitor to maintain the entire building.
- **March 2020:** We closed our doors to the public on March 19, 2020 amid the COVID-19 virus and the Order issued by the Governor's office. The Director continued to operate from the closed building. The Director's main tasks were budgeting, maintaining social media and the recreation section of the Village website. The spring newsletter was published. All part-time recreation staff furloughed.
- **April 2020:** We remained closed to the public. The Director remained in the building working on budget cuts, continuous reporting to compare loss of revenue to savings of payroll and expenses. We took part in the National Campaign "Lights for the Fight" every Friday. The ball field lights were scheduled to be on from 8-8:20 pm to honor Essential workers and High School Seniors during this Pandemic. We canceled the Easter Egg Hunts, Earth Day event and Certified Babysitting class. We used social media to post indoor scavenger hunts and other activities for kids at home. The Preschool teachers used the Remind app to communicate with parents and students. We held a Drive-By Easter Bunny for the community in hopes to lift resident spirits. The department generated a little over **\$38,900.00** this fiscal year. The dip in revenue from last fiscal year is caused by being closed to the public.

2020-21 Thornton Recreation Goals

Immediate goals: Open the Fitness Center to current members with restrictions. Develop protocols for Preschool to re-open in the fall. Bring back furloughed staff. Move into Phase 5 and open our doors to the public.

In the meantime: We will continue to follow the Restore IL protocols for operation.

- We will begin adding essential meetings and rentals back with restrictions.
- We will update job descriptions, Capital Assets, Grant Applications and Five year plan.
- Continue to maintain all park equipment with ADA compliance.
- Continue to evaluate and remove inoperative equipment, paperwork and electronics.
- Continue to coordinate efforts in all buildings and grounds projects.
- Secure the funds to continue updating aging park equipment.
- Update equipment and technology for all programs.
- Continue to design and edit the quarterly newsletter and cable channel 4.

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 etc, offered to children ages 2-13

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

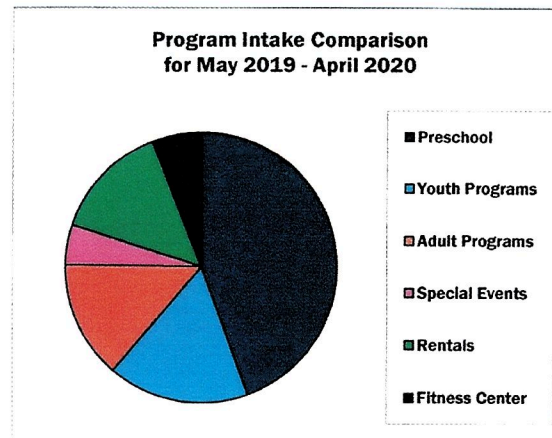
Special Events – Egg Hunts, Halloween, Family Bingo, Memorial Bricks and Holiday programs

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

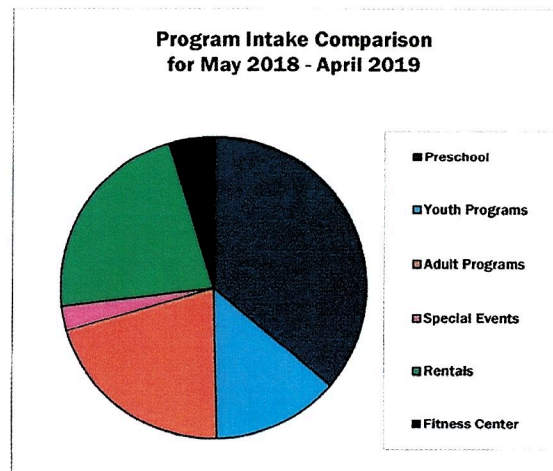
Fitness Center – Memberships

Recreation Program Intake Comparison

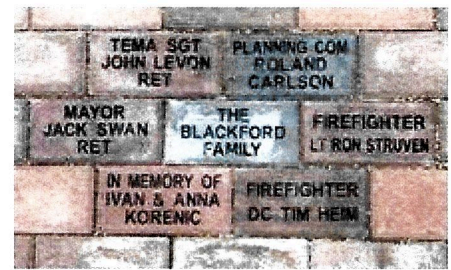
Program Type	Approx. Intake
Preschool	\$17,286.00
Youth Programs	\$6,564.00
Adult Programs	\$5,465.00
Special Events	\$1,869.95
Rentals	\$5,465.46
Fitness Center	\$2,310.00
	\$38,960.41



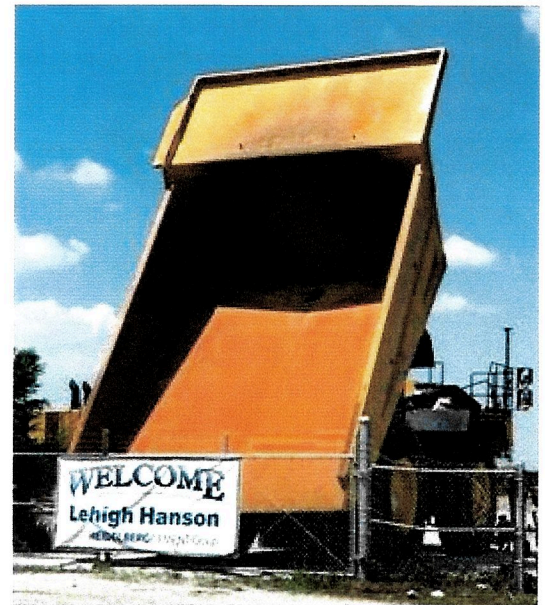
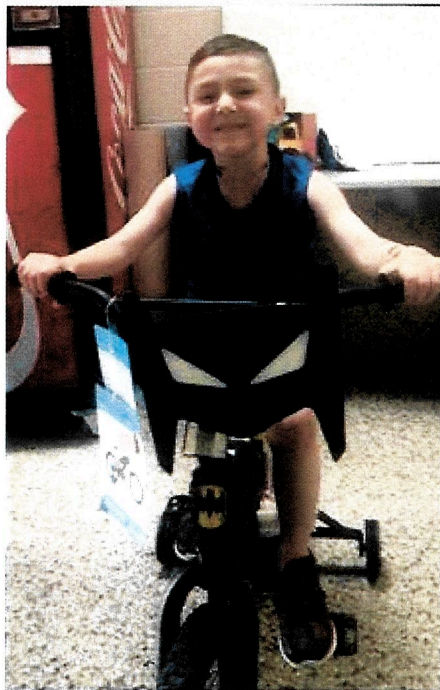
Program Type	Approx. Intake
Preschool	\$18,851.00
Youth Programs	\$7,024.00
Adult Programs	\$10,891.45
Special Events	\$1,367.55
Rentals	\$11,548.86
Fitness Center	\$2,480.00
	\$52,162.86



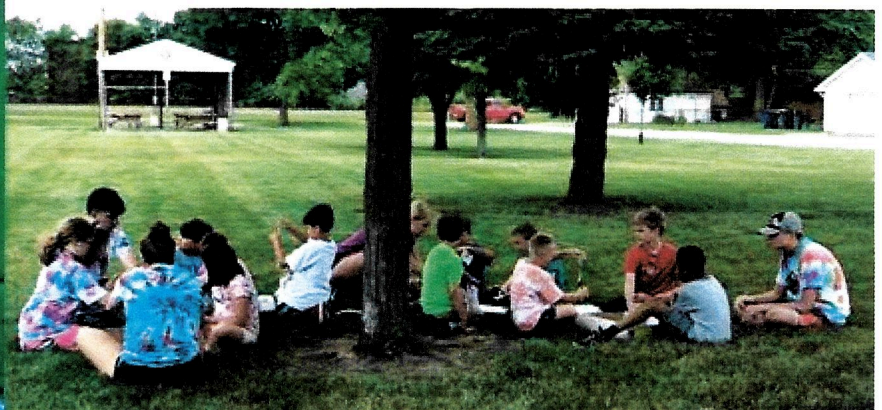
FY20 HIGHLIGHTS



SUMMER BIKE RAFFLE
2 tickets / \$5
Drawing to be held at
Touch-A-Truck event!



SUMMER CAMPS

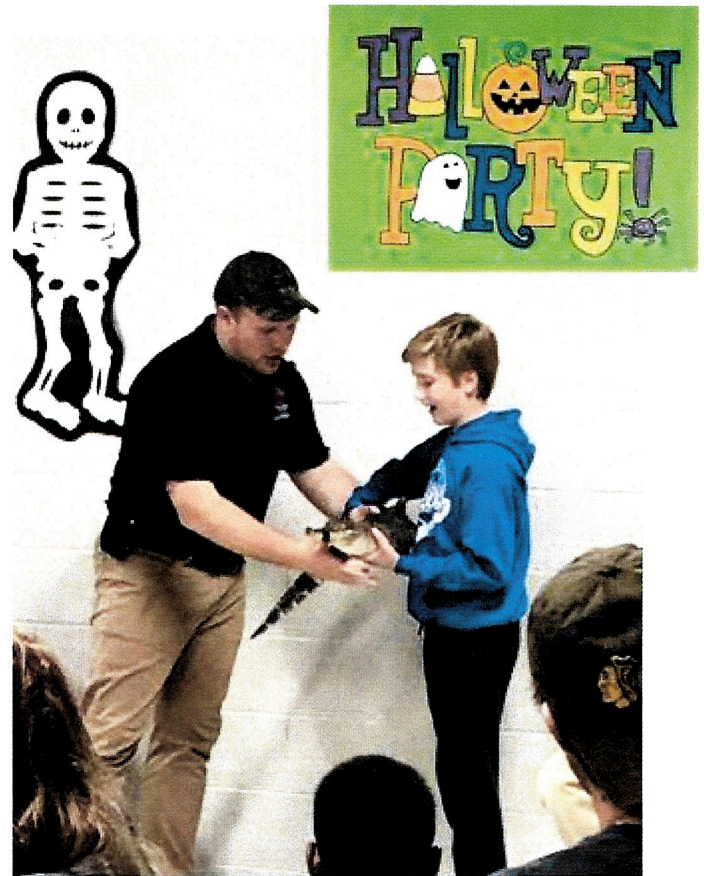






NEW EQUIPMENT





Holiday Happenings

COVID-19 CLOSED TO THE PUBLIC



Teacher Appreciation

