



Monthly Department Report – December 2019

FY20 Numbers at a Glance

Comparisons for time period of 7/1/19 – 1/10/20 vs. 7/1/18 –1/10/19:

Total Registrations:	1231	991
Activities Running:	115	134
Total Revenue:	\$95,926.00	\$79,420.00
Total # of Transactions:	1479	994

Monthly Numbers Report Summary from 12/1/19 – 12/31/19

Number of Accounts Created Res/NonRes	14	10
Number of Members Created Res/NonRes	23	16
Number of Registrations Res/NonRes	166	68
Total Income	\$1778.50	
Number of Activities Run	17	
Number of Reservations	1	

Program Updates

➤ Senior Trips/ Programs:

Merrill Auditorium – A Victorian Nutcracker –18 seniors attended this classic holiday tradition

Christmas at Victoria Mansion –22 seniors toured the decorated mansion, followed by lunch at the Olive Garden

Transportation to Community Tree Lighting – 5 seniors took advantage of being transported to this special community event

Senior Shopping – Takes place on Thursday mornings; currently have 18 people registered to participate

Senior Newsletter – Newsletters are mailed out 3 times/year; currently have 146 seniors on the mailing list

➤ Youth Programs:

After School Enrichment Programs: 7 Grade 4-5 participants in the *After School Yoga Program*, scheduled to conclude on 12/11

Pre-school Programs: *Kiddie and Me Gingerbread Houses* had 12 children ages 2-5 and their adult caregivers participate in this popular holiday program; *Kiddie Gym* resumed for the winter months on Tuesday and Thursday mornings – currently have 60 participants who have registered for a Membership in this program – parents have the option of paying a drop-in fee or purchasing a punch pass at a discounted rate

➤ Adult Programs:

Pickleball - Offered from 9:30 – 11:00 a.m. on Monday, Wednesday and Friday mornings with 12 participants registered for on-going or drop-in option

Tuesday- Thursday Men's Pick-up Basketball - Began on 9/10 with 21 participants currently registered

Men's 4x4 Basketball League – 8 teams registered for Session I

Sunday Open Gym – Open Gym is held from November 17, 2019 – April 26, 2020; There are both recreational and competitive play options for Co-Ed Basketball and Volleyball; Participants can purchase a season pass or pay a daily drop-in fee; Currently have 45 registrants for basketball and 36 registrants for Volleyball

➤ Family Programs:

Disney on Ice Discount Tickets – Sold 56 discount tickets (\$23.00/ticket – savings of \$7.00/each) for a block of seats so that Windham families can sit together for the show that was held on Sunday, December 22nd

Maine 200 Scavenger Hunt - A photo scavenger hunt of historical locations in and around Windham designed to encourage families and individuals to discover local Maine history as part of the Maine Bicentennial; Teams must be two or more people, must register through Windham Parks and Recreation; Photos must be submitted by Friday, February 28th – entries will be eligible for random selection of commemorative bicentennial prizes.

Special Events Update

Santa Hotline – Volunteers from the Lions Club and the Refuge Church made phone calls to 26 children whose parents wanted them to hear from Santa

Community Tree Lighting – Perhaps the best Tree Lighting to date, there were a record number of people that came out for this exciting community celebration that kicks off the holiday season for many. Improvements to this year's event included an outdoor tent for refreshments, outdoor fire pit, additional lighting and decorations to interior and exterior of fire station, staging inside the fire station for the 3rd grade chorus, new traffic pattern to see Santa and Mrs. Claus in order to accommodate large crowds.

Facility Updates

- Community Park – Council approved acceptance of additional funds from the LWCF grant along with the Town's match; Construction to resume at the Community Park with the remaining site work anticipated to be finished by June 2020 in order to proceed with Phase II in FY21
- Lowell Preserve – Current trail maps being completed with updated trail measurements; Undergoing process of having parking lot engineering done to expand parking lot
- Lippman Park – Council approved the modifications to the Conservation Easement recommended by attorney and signed by Mr. Lippman in order to allow for forestry management plan and other park developments included in Lippman Park Master Plan; Will continue to work with Mr. Lippman for future development of park
- Ice Skating Rink at Manchester School – Portable Rink installed at Manchester School (in softball field) in November; Record warm temperatures in December have prevented rink from freezing over yet

Current Staffing Levels

- Year-Round Staff – 3 Full-time, 1 Part-time, 5 Per Diem – Van Driver/Programmer/Gym Supervisor
Park/Trail Maintenance Staff – 1 Full-time

Organization/Town Meetings

Parks and Recreation Advisory Committee: The committee continues to seek ways to enhance our department offerings and increase recreational resources. Major goals continue to be development of Community Park, advancement of the pre-development phase of the Community Center and programs/events that help build community

Community Center Ad Hoc Committee: Parks and Recreation Advisory Committee interviewed and appointed 7 new members to a new Community Center Ad Hoc Committee

Summerfest Committee: Committee meeting monthly to establish plans for Summerfest 2020; Theme to be Celebrating the State's Bicentennial; Registrations for this event will open in January, 2020

Be the Influence:

Currently working on Early Release Day Programs for the 2019/2020 schoolyear; Involved with Youth Engagement Sub-Committee

Windham Bicentennial Committee: Working with a committee of 3 others to establish some events throughout 2019-2020 to celebrate Maine's 200th Birthday

Age-Friendly Community: Participating in this initiative to help make Windham an age-friendly community; Department was represented at Public Forum in October

Monthly department staff meetings

Future Event Dates

- Winter Photo Contest – Runs from January 6th – March 6th
- S'Mores and Skate Nights - January 17th and January 31st
- Senior Trip to Lewiston Public Theater – January 26th
- Mad Science: Secret Agent Lab – January 28th