

**WINDHAM PARKS AND
RECREATION DEPARTMENT
MONTHLY SUMMARY REPORT
December 2014**

PROGRAM/FACILITY HIGHLIGHTS

Senior Trips – Two senior trips were planned for month of December. One was cancelled because of bad weather and other one was on December 12th to see the Magic of Christmas at the Merrill Auditorium. We had 13 seniors participate in this holiday trip into Portland.

Programs – Our Shawnee Peak ski program on Friday evening is full with 53 participants on the bus. The program Starts January 9th. Our Wednesday afternoon ski program at Shawnee has 12 participants and starts January 7th. Our Mad Science program at the Primary School was schedule to end on December 16th but because of the school closing we will be having our make up for the program on January 6th. Our next session of our Mad Science program will start at the end of January. Our Kiddy Gym program continues on Tuesdays and Thursdays at the Town Hall gym. This drop in program will continue until month of April. Our Open gym program on Sundays at the High School gym continued through the month of December. Our annual Santa calling program took place the two weeks before Christmas. We had Santa make over 50 calls to special boys and girls in Windham. Plans have been made for our annual father/daughter dance which will be held at the Windham Middle School on February 13th.

DEPARTMENT PROJECTS

Department Outcomes- This is a summary of our Department outcome's after the first six months of the year. "1. To complete inspections and necessary maintenance of each core recreation facility twice a week during the spring, summer and fall seasons." From July 1s through the end of October the core eight areas - 7 out of the 8 areas were inspected or maintained at least once a week and 4 out of the 8 areas were inspected or maintained twice a week. The Lowell Preserve is inspected on an as needed basis and Dundee Park staff performs all maintenance during the park's season. "2. To have more than 15,585 visits at Dundee Park during the summer season, this is the average of the last three years. A customer satisfaction survey will be implemented this summer to obtain baseline information of the user's park experience." This past summer we had a total of 15,535 visits. Our attendance was better then the last two years, 2013- we had 14,546 visits and 2012-we had 14,870 visits but short of 50 visits to meet the outcome of 15,585 visits. We also had 39 surveys completed at the park by visits which will give us baseline comparisons for future seasons. "3. To provide three summer day camp programs that serve at least 204 campers in 2014, this is the average of the last three summers. A customer satisfaction survey of camp participants will be implemented this summer to obtain baseline information of the participant's program experience." We had 180 campers registered for the 2014 season. Parents of our campers were surveyed during the last two weeks of the camp season. We had 53 surveys competed by the parents in the three camp programs. This information will be used as a baseline for future comparisons of our summer camp programs. "4. To provide year round special events that reach more than 588 people, this is our average of the last three years." The first six months of the year we have had 200 people participate in our special events. This is

below 50% of our outcome for the year which should be around 294 people. We should see this increase during the second half of the year. “5. To provide senior trips year round that reach more then 288 seniors, this is the average of last three years. The first six months of the year we have had 119 seniors in our trips which are on target for the year. 50% of our outcome target of 288 seniors would be 117.

Lippman Park Project- We will be promoting ice skating at Lippman Park this winter once the weather and ice conditions permit. Out playground equipment we purchased from GameTime will be arriving the first week in January of 2015.

Lowell Preserve- We are reviewing our options for a possible harvest at the Lowell Preserve this winter. We are working with representatives from the Falmouth Conservation Commission to make connection from the Lowell Preserve to property owned by Town of Falmouth. This connection will allow uses to access both prosperities. For Windham users of the Lowell Preserve it will open another 10 miles or more of trails. Looking at making these connections formal the spring of 2015.

STAFFING LEVELS

Department all year staff - 4
Trail/Maintenance staff – 1
Program Supervisors- 2

Total for Month of December-7

ORGANIZATIONAL/TOWN MEETING

Meetings held in December: meeting on Dec. 8th with Portland Water District regarding Gambo property, meeting on Mallison Falls Bridge in Westbrook on Dec. 10th, walk at the Lowell Preserve with representatives from the Falmouth Conservation Committee on Dec. 15th, Stormwater meeting Dec. 18th.

FUTURE EVENT DATES

Family Sledding Party	a weekend in January
Shawnee Ski Programs	start January 7 th and 9 th .
Father/Daughter Dance	February 13 th

