



TOWN OF FAIRFAX

STAFF REPORT

August 3, 2022

TO: Mayor and Town Council

FROM: Anne Mannes, Recreation and Community Services Manager

SUBJECT: Receive Quarterly Financial report on Department of Recreation and Community Services from April to June 2022

RECOMMENDATION

Receive the report.

DISCUSSION

The attached summary report covers the April to June programs:

- Quarterly Financial (reviewed by Michael Vivrette)
- Revenue Detail and additional summary

The Recreation and Community Services Department serves the Fairfax population and beyond and provides all age groups affordable, fun programs, events, and opportunities to use Town facilities for gatherings and cultural events.

This Spring quarter, Fairfax Recreation:

- Hosted and managed its ongoing classes and prepared for summer staffing and camps.
- Expanded programming by including new programs, such as, Teen Open Mic, After School Basketball Club and Full Body Fitness classes.
- Worked with the Artist in Residence Collaborative to interview a new candidate and hosted meet and greet for newly appointed Artist in Residence.
- Helped support several pop-up and ongoing events, including Earth Day activities and the Fairfax Photo Club.
- Worked on the FY 2022-23 budget.
- Organized Spring Egg Hunt with over 300 families in attendance.
- Approved Earth Day temporary art installation on Elsie Lane through PARC.
- Recruited and vetted new candidate for PARC vacancy.
- Staffed table at Fairfax Festival to promote PARC and Volunteer related projects.

FISCAL IMPACT

None

ATTACHMENT

- A. Revenue Detail April to June 2022
- B. Expense Breakdown April to June 2022

Revenue Breakdown April May June 2022 FX REC					
CLASSES - 0-18 yr old, fee for service		FX Residents	Non Residents	Total Participants	Total
Toddler Music	1 sessions @ 30 minutes (5 hours total) Session 1 @ \$90 6 weeks				
	April 20 - May 25	4	3	7	\$630
	June 4 weeks @ \$60	5	3	8	\$480
Spring Break Skate Camp	10 hours				
	April	0	3	3	\$450
After School Basketball Pilot	1 x per week for 2 hours (12 hours)				
	May - June	6	0	6	\$900
Middle and High School Programs	April - Teen Open Mic (3 hours) FREE			75	\$0
ADULT programs, fee for service					
Coach Kristina Fitness	1 x per week (5 hours)				
	June				\$525
Chi Gong	1 hour/week (4 hours)				
	April	10	3	13	\$645
	May	5	3	8	\$435
	June	6	3	9	\$420
PARTNERSHIP PROGRAMS					
DONATIONS					
	<i>* from Tamela class</i> April				\$530
	May				\$525
	June				\$545
EVENTS, FREE					
Egg Hunt	April 16 morning			500	\$0
Earth Day Activites - AIR	April 23 12 -5pm			200	\$0
Merchandise/Donation/Other	April May June			0	\$900
Movie Night with WMLL	May 21 Sandlot			250	0
New Artist in Residence Reception	May 13 6-8pm			50	0
FREE RESOURCES		FX Resident	Non Resident	Total Participants	Total
Fairfax Photo Club - AIR project	April	7	3	10	0
	May -pulitzer winner special guest	10	14	24	0
	June	12	3	15	0
New Parents and Babies Group	1.5 hour per week (13 sessions/15 hrs)				

	April	12	2	14	0	
	May	7	2	9	0	
	June	14	2	16	0	
Outdoor Yoga (Winter Indoor)	1 hour per wk (10 classes/hour total)					
	April	9	5	14	\$10	
	May	7	3	10	\$39	
	June	2	3	5	\$39	
Dance for Seniors	June	7	0	7	0	
Chair and Mat Yoga	April to June				<i>above donations</i>	
Mat Yoga/April	12 Sessions @ 75 minute =18	23	7	30	\$165 ck	
Chair Yoga/April	12 Sessions @ 60 minutes =12	13	5	18		
Mat Yoga/May	12 Sessions @ 75 minute = 18	23	7	30	\$355 ck	
Chair Yoga/May	12 Sessions @ 60 minutes= 12	11	6	17		
Mat Yoga/June	12 Sessions @ 75 minute=18	15	5	20	\$95 ck	
Chair Yoga/June	12 Sessions @ 60 minutes= 12	11	5	16		
		Hours	FX Resident	Non Resident	Total Participants	Total Revenue
			219	90	1384	\$7,688

Town of Fairfax
 Recreation & Community Services
 Quarterly Financial Report - Camps & Classes
 July 2021 - June 2022

	Q1	Q2	Q3	Q4	TOTALS
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Revenue

Camp fees	12,780.00				12,780.00
Classes	2,626.00	5,110.00	1,942.00	4,485.00	14,163.00
Partnership rentals (FDG)	8,370.00	10,951.00	9,186.00		28,507.00
Birthday Parties Rental		2,055.00	315.00		2,370.00
Donations & Fundraising	3,123.00	7,024.00	2,565.00	3,203.00	15,915.00
Total Revenues	26,899.00	25,140.00	14,008.00	7,688.00	73,735.00

Expenses

Personnel

RCS Staff	20,512.16	16,535.07	18,599.13	17,793.64	73,440.00
Counselors (Harry, Naomi)	1,750.00				1,750.00
Councilor in Training (CIT)	250.00				250.00
Artist in Residence Collaborative Stipend			2,000.00		2,000.00
After School Basketball Club				756.00	756.00
After School Skate Club (Steven)	705.00	788.00			1,493.00
Age Friendly Dance (Sisi)	650.00	250.00	300.00	150.00	1,350.00
Age Friendly Yoga (Tamela)	4,690.00	4,070.00	3,960.00	3,300.00	16,020.00
Art and Nature - Olga	1,250.00				1,250.00
Chi Gong (Susan E)			410.00	1,208.00	1,618.00
Dodgeball Night		500.00			500.00
New Parents and Babies (Ali)	450.00	500.00	650.00	550.00	2,150.00
Outdoor/Indoor Yoga (Veronica)	605.00	550.00	660.00	660.00	2,475.00
Parent & Me (Steven)		610.00	428.40		1,038.40
Skate Camp (Steven)	1,456.00				1,456.00
Special teacher CFX (Aura)	1,250.00				1,250.00
Tennis (Xeres)	150.00				150.00
Toddler Music (Dani)	945.00	350.00	420.00	702.00	2,417.00
Total Personnel	34,663.16	24,153.07	27,427.53	25,119.64	111,363.40

Materials and Supplies

Art Supplies & Other	600.00	575.46	73.19	16.06	1,264.71
Event & Activity Cost	250.00	3,103.23	1,785.03	456.68	5,594.94
Camp FX t-shirts	125.00				125.00
Miscellaneous		470.59	625.00	293.46	1,389.05
Active Net Fees (6.25%)	962.88	319.38	121.38	280.31	1,683.94
Total Materials & Supplies	1,937.88	4,468.66	2,604.60	1,046.51	10,057.64
Grand Total Expenses	36,601.03	28,621.73	30,032.13	26,166.16	121,421.04
Revenue over Expenditure	(9,702.03)	(3,481.73)	(16,024.13)	(18,478.16)	(47,686.04)

Anne

Rate	46.11	46.11	46.11	46.11	46.11
Hours	400	321	362	346	1447
total	18,444.00	14,801.31	16,691.82	15,954.06	66,721.17
PERS	1,425.72	1,144.14	1,290.28	1,233.25	5,157.55
medicare	267.44	214.62	242.03	231.33	967.46
medical	375.00	375.00	375.00	375.00	375.00
	20,512.16	16,535.07	18,599.13	17,793.64	73,440.00