



# FAIRFAX TOWN COUNCIL MEETING STAFF REPORT

<b>MEETING DATE:</b>	August 2, 2023
<b>PREPARED FOR:</b>	Mayor and Town Council
<b>PREPARED BY:</b>	Anne Mannes, Recreation and Community Services Manager
<b>SUBJECT:</b>	Receive Fairfax Department of Recreation and Community Services Quarterly Financial April to June report

## RECOMMENDATION

Receive the report.

## DISCUSSION

The attached summary report covers the April to June programs:

- Quarterly Financial (reviewed by Michael Vivrette, Finance Director)
- 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, including invoicing, schedules and contracts.
- Expanded programming by adding Mommy and Me, Contemporary Dance class, and Family Days.
- Worked with the Artist in Residence Collaborative to support and plan spring activities including Spring Craft Faire, Earth Day, music concert, exhibitions, Fairfax Festival in addition to preparing for Annual Art Walk.
- Partnered with West Marin Little League to host annual Movie Night on the Ballfield.
- Worked on the FY 2023-24 budget.
- Organized Spring Egg Hunt with over 300 families in attendance.
- Supported rainbow flags production & installation on all lamp posts in Town for Pride Week celebrating the LGTBQ community through Parks & Recreation Commission.
- Helped rent and operate spin art bikes and charging stations powered by pedal power at the Fairfax Festival courtesy of the Fairfax Volunteers and the Climate Action Program.
- Organized and held art reception for Soul Sail exhibit at the Art in the Parkade as part of Artist-in-Residence Susan Pascal Beran's sculpture showcase.

## FISCAL IMPACT

None

## ATTACHMENT

April to June Reports 2023

Revenue Breakdown April May June 2023 FX REC					
CLASSES - 0-18 yr old, fee for service		FX Residents	Non Residents	Total Participants	Total
Toddler Music	7 sessions 30 minutes (3.5 hours)				
	April 18 - May 30	4	2	6	\$1,050
Mommy and Me	7 sessions (7 hours)	1		1	\$160
Ballfax Sports Club	1 x per week for 1.5 hours (18 hours)				
	April	8	0	8	\$640
	May	6	0	6	\$600
	June	7	0	7	\$175
Middle and High School Programs	Teen Open Mic May (3 hours)			75	\$0
<b>ADULT programs, fee for service</b>					
Coach Kristina Fitness	1 x per week (12 hours)				
	April	2	0	2	\$120
	May	3	0	3	\$180
	June	3	0	3	\$180
Chi Gong	1 hour/week (12 hours)				
	April	6	1	7	\$360
	May	7	1	8	\$418
	June	7	1	8	\$315
Adult Basketball	1 x per week @ 2 hours (24 hours)				
	April	1	10	11	\$165
	May	1	10	11	\$260
	June	3	10	13	\$252
<b>PARTNERSHIP PROGRAMS</b>					
	Birthday party rentals/other				\$480
<b>DONATIONS</b>					
	<i>* from Tamela class</i> April				\$460
	May				\$1,055
	June				\$555
<b>EVENTS, FREE</b>					
Egg Hunt	April 8 2023 (2 hours)			500	\$0
Youth Recitals	May 28 2023 (2 hr)	30	30	60	\$0
Soul Sail Reception	June 30 2023 (2 hrs)	30	5	35	\$0

Merchandise/Donation/Other	June Good Earth donation			0	\$1,000	
Movie Night with WMLL	June 3 The Perfect Game (3 hrs)			250	0	
Spring Craft Faire	May 21 2023 (20 vendors, 12 FX) 2 hrs			100	0	
Fairfax Festival - Art Cart	June 10 2023 (48 hours)	15 kids		15	0	
Rainbow Cross Walk project	May 30 2023 (4 hours)			50	0	
<b>FREE RESOURCES</b>		<b>FX Resident</b>	<b>Non Resident</b>	<b>Total Participants</b>	<b>Total</b>	
Family Days	2 hour x 1 per month = 6 hours					
	April	10	10	20	80	
	May	7	6	13	156	
	June	4	0	4	\$15	
Fairfax Photo Club - AIR project	1 hour a month = 3 hours					
	April			15		
	May			21		
	June			22		
New Parents and Babies Group	1.5 hour per week, 8 sessions = 12 hrs					
	April	5	0	5		
	May	5	0	5		
Outdoor Yoga (Winter Indoor)	1 hour per wk (9 hours)					
	April	2	4	6	\$28	
	May	4	3	7	\$20	
Dance for Seniors	1 hour per wk (12 hours)					
	April	7	0	7		
	May	7	0	7		
	June	7	0	7		
Chair and Mat Yoga	April to June				<i>above donations</i>	
Mat Yoga/April	12 Sessions @ 75 minute =15 hrs	26	6	32		
Chair Yoga/April	12 Sessions @ 60 minutes =12	10	3	13		
Mat Yoga/May	13 Sessions @ 75 minute = 16.25 hr	23	6	29		
Chair Yoga/May	13 Sessions @ 60 minutes= 13 hrs	9	3	12		
Mat Yoga/June	12 Sessions @ 75 minute=15 hrs	26	6	32		
Chair Yoga/June	12 Sessions @ 60 minutes= 12	11	3	14		
		<b>Hours</b>	<b>FX Resident</b>	<b>Non Resident</b>	<b>Total Participants</b>	<b>Total Revenue</b>
		<b>268</b>	<b>297</b>	<b>120</b>	<b>1450</b>	<b>\$8,764</b>

**Town of Fairfax**

Recreation & Community Services

Quarterly Financial Report - Camps & Classes

2nd Q 23 (April - June 2023)

**Revenue**

	3rdQ 22	4thQ 22	1stQ 23	2ndQ 23	TOTAL
Camp fees	18,325.00	-	-	-	18,325.00
Classes	2,135.00	4,092.00	3,629.00	4,875.00	14,731.00
Partnership rentals	-	700.00	1,980.00		2,680.00
Birthday Party Rentals		1,210.00	1,980.00	480.00	3,670.00
Donations and Fundraising	3,588.00	5,585.00	1,940.00	3,409.00	14,522.00
<b>Total Revenues</b>	<b>24,048.00</b>	<b>11,587.00</b>	<b>9,529.00</b>	<b>8,764.00</b>	<b>53,928.00</b>

**Expenses**

Personnel

RCS Staff	22,308.88	21,594.24	20,164.97	16,766.50	80,834.59
AIR Collaborative Stipends	3,000.00	-			3,000.00
Camp Leader	3,400.00	-			3,400.00
Counselor	840.00	-			840.00
Counselor in Training (CIT)	550.00	-			550.00
Skate Camp	455.00	-			455.00
Art and Nature	850.00	-			850.00
Spanish Camp	1,250.00	-			1,250.00
Tennis Camp	630.00	-			630.00
Special teacher	1,200.00	-			1,200.00
Toddler Music	504.00	-			504.00
Age Friendly Yoga	3,306.00	4,104.00	3,990.00	4,218.00	15,618.00
Age Friendly Dance	450.00	150.00	400.00	550.00	1,550.00
Outdoor Yoga	550.00	650.00	605.00	385.00	2,190.00
New Parents and Babies	350.00	400.00	400.00	400.00	1,550.00
Chi Gong	686.00	475.00	339.00	765.50	2,265.50
Full Body Fitness	510.00	426.00	420.00	336.00	1,692.00
Dodgeball Nights	400.00	800.00		-	1,200.00
Tot's Open Gym		600.00	600.00		1,200.00
Ballfax Sports Club/Adult Basketball		616.00	980.00	1,465.00	3,061.00
Family Days/Misc/Other		1,570.00	1,299.00	1,200.00	4,069.00
Teen Open Mic		500.00		500.00	1,000.00
<b>Total Personnel</b>	<b>41,239.88</b>	<b>31,885.24</b>	<b>29,197.97</b>	<b>26,586.00</b>	<b>128,909.09</b>

Materials and Supplies

Art Supplies & Other	683.57	1,176.65		181.36	2,041.58
Event and Activity Costs	3,253.00	2,434.28	2,085.00	155.68	7,927.96
Camp FX t-shirts/other costs	561.00	-	685.00		1,246.00
Miscellaneous	-	-			-
Active Net Fees (6.25%)	1,278.75	255.75	226.81	304.69	2,066.00
<b>Total Materials &amp; Supplies</b>	<b>5,776.32</b>	<b>3,866.68</b>	<b>2,996.81</b>	<b>641.73</b>	<b>13,281.54</b>

**Total Expenses**

**Net Revenue over Expenditure**

<b>47,016.20</b>	<b>35,751.92</b>	<b>32,194.78</b>	<b>27,227.73</b>	<b>142,190.63</b>
<b>(22,968.20)</b>	<b>(24,164.92)</b>	<b>(22,665.78)</b>	<b>(18,463.73)</b>	<b>(88,262.63)</b>