

# Quarterly Report

## Department

Town Council Meeting Date: February 13, 2024

Second Quarter 2023: October, November, December



Please accept this as the quarterly report for the department

### 1) Department Introduction:

The Town of Warrenton Parks and Recreation Department provides programs, facilities and services that enhance the quality of life in our community and further perpetuate the Town of Warrenton as an exceptional place to live, work and play. We strive to provide citizens with attractive, clean, functional, safe, and pleasant places to recreate.

### 2) Commendable Achievements:

Town Halloween Events:

Halloween Parade on Main St. estimated about 1,000 participants and gave away prizes for scariest, funniest, and most original costumes.

Trunk or Treat at the WARF had 30+ decorated trunks and estimated about 1,000 participants.

Flashlight Candy Hunt at Rady Park had 115 participants ages 5-10 years old.

Halloween themed Fitness classes to include Aqua Zumba, Glow Ride, Zumba, POUND with a total of 40 participants.

Our Fall All Staff Meeting was held in November and along with providing town and departmental updates, we began our Active Shooter training with the Emergency Services and Risk Manager. We will continue this training in our February and May meetings.

Swim meet season began in December with a large swim the first weekend and high school swim meets every Friday evening. Swim meets will continue through February.

The Holiday Farmer's Market ran from December 2-16 at their new location on Court and Hotel Streets and inside 18 Court St with about 45 vendors each week.

Holiday events:

We had 17 houses participate in the Holiday Decorating Contest and awarded prizes to the Most Creative, Most "Wow" Factor and Most Traditional.

Our Swim with Santa program had 37 participants who enjoyed swimming, pictures with Santa, craft from the elves and a hot chocolate bar.

### 3) Project Progress:

Sprinkler system-VSC Fire & Security Inc completed their repairs of the sprinkler heads and piping that needed to be fixed. The 5 year sample testing came back with sprinkler heads from the pump rooms that had failed. Those sprinkler heads have been replaced.

Front walkway-As an update to the last quarterly report for our front walkway area, the RFP closed on November 28 and we received no bids. We have since met with not only the insurance company, but multiple contractors on scope of work to be done and potential costs. This project is now included in the CARP submission and will cover any costs the insurance does not cover.

Recreation Management Software Program -As an update to the last quarterly report, staff continued to work with the CivicRec implementation team to build the site and due to some delays and the holidays, we will be going live at the end of January.

Lighting -Upon completion of the installation of LED lights over the leisure pool, it was discovered that this did not improve the lighting coverage in the pool area. We are consulting with a lighting engineer who works specifically with natatoriums. We should have a recommendation and quotes by the end of January.

Diving Blocks-Funds that were allocated in the CARP for equipment replacement related to fitness equipment were reallocated to replacement of the diving blocks. As swim meet season started to get underway, we realized that the diving blocks had lost their grip and the short-term solution of adding grip tape was not sustainable. Due to the number of swim teams and meets that we host throughout the year, we felt this was more of a need this year, than the fitness equipment.

Leisure Pool and Spa Pumps-As an update to the departmental overview, High Sierra has completed their repairs and rebuilds of all of the pumps associated with the leisure pool and spa.

Eva Walker Park-Phase 1 of Master Plan-We have chosen to work with Kimley Horn to complete Phase 1 of the Eva Walker Master Plan which is to develop cost estimates and construction drawings for the total master plan concept to determine the relative costs of each proposed element and to understand the comprehensive infrastructure impacts. This phase will also include costing related to necessary site drainage improvements and soil mitigation. We anticipate receiving a scope of work and kick off meeting with Kimley Horn in January and the totality of this phase taking about 6 months to complete.

### 4) Charts and information:



Town of Warrenton  
Department of Parks and Recreation

FY24 Second Quarter Report

Revenue Summary								
	FY 2023 1st Qtr.	FY2023 2nd Qtr.	FY 2023 3rd Qtr.	FY 2023 4th Qtr.	FY 2023 Total	FY 2024 1st Qtr.	FY 2024 2nd Qtr.	FY 2024 YTD
Memberships	\$88,400.29	\$58,026.88	\$88,610.12	\$89,896.43	\$324,933.72	\$90,169.41	\$78,405.81	\$168,575.22
MVPasses	\$7,930.50	\$11,976.00	\$13,055.00	\$7,140.50	\$40,102.00	\$11,728.00	\$8,918.75	\$20,646.75
Daily Admissions	\$55,859.05	\$28,006.37	\$42,732.44	\$73,903.86	\$200,501.72	\$62,803.24	\$30,831.15	\$93,634.39
Programs (Aquatics, Fitness, Recreation)	\$21,779.87	\$22,739.00	\$31,997.87	\$50,916.65	\$127,433.39	\$28,028.47	\$24,802.00	\$52,830.47
Rentals	\$30,606.50	\$82,894.00	\$115,697.75	\$24,106.50	\$253,304.75	\$48,419.00	\$48,704.00	\$97,123.00
Individual Instruction	\$21,847.37	\$9,346.50	\$14,568.00	\$13,750.87	\$59,512.74	\$12,600.00	\$8,124.50	\$20,724.50
Merchandise	\$831.98	\$894.67	\$818.72	\$1,092.91	\$3,638.28	\$1,062.69	\$549.01	\$1,611.70
Sponsorship/Grant/ Ad Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,900.00	\$0.00	\$2,900.00
Park Rentals and Events	\$2,600.00	\$165.00	\$1,082.50	\$3,747.50	\$7,595.00	\$2,752.50	\$635.00	\$3,387.50
Childcare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$384.47	\$186.38	\$354.23	\$10,702.61	\$11,627.69	\$1,618.32	\$918.17	\$2,536.49
<b>End of period</b>	<b>\$230,240.03</b>	<b>\$214,234.80</b>	<b>\$308,916.63</b>	<b>\$275,257.83</b>	<b>\$1,028,649.29</b>	<b>\$262,081.63</b>	<b>\$201,888.39</b>	<b>\$463,970.02</b>

Monthly Memberships/25 Visit Passes/Admissions Sales Summary									
	FY 2023 1st Qtr.	FY2023 2nd Qtr.	FY 2023 3rd Qtr.	FY 2023 4th Qtr.	FY 2023 Total	FY 2024 1st Qtr.	FY 2024 2nd Qtr.	FY 2024 YTD	
New Annual Memberships	175	117	182	247	721	245	228	473	
Renewal Rate	7%	3%	3%	3%	5%	2%	0%	2%	
Monthly Memberships	178	158	188	235	759	216	179	395	
25 Visit Passes	129	86	93	52	360	81	67	148	
Daily Admissions	7,985	4,237	6,412	10,857	29,491	8,946	4,553	13,499	
Total Number of Check-ins	21,627	21,700	25,756	27,934	97,017	25,468	23,706	49,174	

Monthly Programming Summary									
	FY 2023 1st Qtr.	FY2023 2nd Qtr.	FY 2023 3rd Qtr.	FY 2023 4th Qtr.	FY 2023 Total	FY 2024 1st Qtr.	FY 2024 2nd Qtr.	FY 2024 YTD	
Aquatic Classes Offered	73	5	46	96	220	81	6	87	
Number of Participants in Aquatic Classes	302	17	206	427	952	342	34	376	
Fitness Classes Offered	784	705	738	640	2867	744	736	1480	
Number of Participants in Fitness Classes	4656	4147	5754	5031	19588	5651	5419	11070	
Specialty Classes Offered	12	3	5	3	23	3	3	6	
Number of Participants in Specialty Classes	9	13	14	15	51	21	17	38	
Recreation Programs/Events Offered	0	4	0	6	10	0	3	3	
Number of Participants in Recreation Programs/Events	0	181	0	108	289	0	183	183	

Rentals									
	FY 2023 1st Qtr.	FY2023 2nd Qtr.	FY 2023 3rd Qtr.	FY 2023 4th Qtr.	FY 2023 Total	FY 2024 1st Qtr.	FY 2024 2nd Qtr.	FY 2024 YTD	
Swim Lanes	395	2894	3279	1253.5	7821.5	853.75	3280	4133.75	
Birthday Parties	46	71	53	59	229	51	56	107	
Facility Rentals	17	81	125	36	259	25	35	60	
Pavilion Rentals	28	15	2	44	89	33	16	49	
Field Rentals	1	0	0	0	1	0	6	6	

5) Data:

Compared to this time last fiscal year, we are seeing a 4% increase in overall revenue, with a 13% increase in membership sales.

We are seeing a 38% increase in new annual memberships as compared to last year at this time, as well as a 9% increase in daily admissions.

As for participation numbers, there is a 15% increase in aquatic programs and a 20% increase in fitness programs.

Swim lane rentals are up 20% compared to last year.