**Millersville Parks & Recreation**

**Monthly Status Report**

*JUNE 2018*

**Facility Use**

**Paid Facility Use & Revenues (Current Month)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ROOM** | **WEEKDAY RENTALS** | **WEEKEND RENTALS** | **DEPOSITS RECEIVED** | **RENT RECEIVED** |
|  |  |  |  |  |
| FULL FACILITY | 0 | 3 | $250.00 | $925.00 |
| RECEPTION HALL | 0 | 7 | $1,350.00 | $2410.00 |
| 105 | 0 | 0 | $0.00 | $0.00 |
| 106 | 0 | 4 | $200.00 | $455.00 |
| 107 | 0 | 0 | $90.00 | $270.00 |
| PAVILIONS | **0** | 2 | $30.00 | $35.00 |
| **TOTAL RENTALS – ALL FACILITIES** | **0** | **16** | **$1,920.00** | **$4, 095.00** |

**Unpaid Facility Use (Current Month)**

|  |  |  |
| --- | --- | --- |
| **ROOM** | **WEEKDAY RENTALS** | **WEEKEND RENTALS** |
|  |  |  |
| FULL FACILITY | 0 | 0 |
| RECEPTION HALL | 7 | 0 |
| 105 | 1 | 0 |
| 106 | 4 | 0 |
| 107 | 2 | 0 |
| **TOTAL RENTALS – ALL ROOMS** | **14** | **0** |

**\*\*unpaid facility users include Lions Club, Essential Oils, Sit & Stitch Fit Club, , our own events, various city meetings, etc.**

**Future Bookings (Booked or Received $ During Current Month)**

|  |  |  |  |
| --- | --- | --- | --- |
| **ROOM** | **Rentals** | **DEPOSITS RECEIVED** | **RENT RECEIVED** |
|  |  |  |  |
| FULL FACILITY | 0 | $00.00 | $00.00 |
| RECEPTION HALL | 3 | $700.00 | $1,210.00 |
| 105 | 0 | $0.00 | $00.00 |
| 106 | 2 | $100.00 | $00.00 |
| 107 | 0 | $00.00 | $00.00 |
| PAVILIONS | 1 | $00.00 | $0.00 |
| **TOTAL RENTALS – ALL ROOMS** | **5** | **$800.00** | **$1,210.00** |

* ***We are currently owed $7,440 .00 upcoming contracts that have not yet paid in full, excluding Bluegrass Jam.***
* ***As of April 30, 2018, we have received $31,030.00 in revenue for the fiscal year. This does not include deposits, as they are not typically revenue for us and will be refunded to renters.***
* ***During the month of June, we turned down 10 events as the facility was previously booked for another event.***

**Programs**

* **Underway or Completed During Month**
  + **Fit Club**
    - Classes ongoing
    - Class size ranges from 20-30
    - Free community service program (also no cost to the City)
    - Working with Shelley to start and promote a children’s fitness program as well as a Healthy Eating class to teach people how to fix and eat the foods that is right for them.
  + **Sit & Stitch**
    - Program ongoing
    - Free program (also no cost to the City)
    - There are now 12-20 people in the group; an average of 8-15 attend per session
* **Essential Oils Class**
* Naturally minded holds a class the first, third and fifth Thursday of the month
* This will help those in the community learn natural alternative of household products and other helpful home remedies

**Maintenance**

* **Playground Inspections**
  + All equipment passed inspection
* **Amphitheater**
  + No current issues
* **Pavilions**
  + No issues
* **Trail**
  + Keeping it weeded raked.
* **Reception Hall**
  + Some areas of walls in need of light repair/re-painting- process of receiving bids.
  + Floors will need to be stripped and re-waxed soon
* **Kitchen**
  + Currently no issues
* **Restrooms**
  + Interior Ladies’ – no issues at this time
  + Interior Men’s Restroom - no issues at this time
  + Exterior Restroom – no issues at this time
  + HVAC – filters are routinely changed
  + Meeting Rooms
    - 105 – needs to be repainted
    - 106 – needs to be repainted
    - 107 – needs to be repainted

**Administrative**

* Average showing for the Community Center to date is 12