



TOWN OF FAIRFAX
STAFF REPORT
September 4, 2013

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager 

SUBJECT: Discussion/consideration of proposal by Fairfax Theater Company

RECOMMENDATION

- 1) Accept the proposal from the Fairfax Theatre Company to be the Town's home theater company and authorize the Town Manager to prepare and execute an MOU to memorialize the relationship for a two year period.
- 2) Eliminate the Town Theater Program Director position

DISCUSSION

In 2010, the Town designated Sam Parry as the Town Theatre Program Director. He worked closely with the then artist-in-residence. The agreement with Mr. Parry to be Town Theatre Director has expired. Staff is recommending that rather than issue an RFP for a new Town Theatre Director, we eliminate the position and designate the Fairfax Theatre Company (FTC) as the Town's home theater company.

This designation, which in essence acts as a sponsorship of the Fairfax Theatre Company, will allow FTC to use the Town's facilities free of charge for their activities, including the storage of stage production materials and equipment in the Pavilion. In addition, the productions would be covered by the Town's insurance policy. FTC would continue to work directly with FOCAS for its programs and produce two major stage productions per year in Fairfax.

FTC is also requesting that the Town continue to allocate \$3,000 to offset direct production material costs for the two shows. These funds cannot be used for equipment or to offset any theatre administrative or overhead costs, unless directed otherwise by the Council.

Staff believes this is a reasonable approach to continue to provide local theater productions and programs to the community.

FISCAL IMPACT

The FY13-14 budget for the Recreation Department includes \$3,000 for theater production costs (Fund 01-217-881).

ATTACHMENTS

Proposal from Fairfax Theatre Company

AGENDA ITEM # 19

A Proposal by Fairfax Theatre Company (FTC), represented by Sam M. Parry, to the Fairfax Town Council for adoption of the FTC as the Town's official Theatre Company.

Background

On October 18, 2010, I offered my services as the Town of Fairfax Theatre Program Director, outlining the following facts:

- *Our town has a long-standing tradition and interest in community theatre*
- *We have a large pool of very talented people in the performing arts who range in age from the very young to seasoned and professional artistes*
- *Plays are regularly and successfully produced in Fairfax in spite of the fact that current venues for putting on productions are far from perfect*
- *There is little or no money to cover the costs of productions*

Track Record

- Since taking office as Artistic Director of the FTC, SEVEN major productions have been performed in Fairfax.
- A Youth Program in Theatre has been established.
- Theatre interns have been accepted by the FTC from the College of Marin, Dominican University, and Drake High School.
- A private studio space has been converted into a free pocket theatre, to be used for the purposes of promoting theatre in town, with no cost to the Town.
- More than 15 months ago, FTC applied to State and Federal authorities for a 501(3c) nonprofit status. When approved, this will enable us to receive considerable funding.

Updating the initial proposal

I propose that the FTC be adopted as the Town's official Theatre Company, henceforth to continue its work with the Fairfax PARC in the same manner as the current relationship the town has with Fairfax Volunteers, Fairfax Open Space, and Sustainable Fairfax.

FTC will have the use of the Pavilion for staging its major productions and the use of upstairs storage rooms in the Pavilion for the safekeeping of theatre props, furniture, lighting, sound equipment and other supplies.

FTC and I, as Artistic Director and Theatre Program Director, will continue along the following lines:

- To offer a Theatre Program to the residents of the Town of Fairfax that will encompass at least two major staged productions a year and other productions as best fit the budget and availability of performance space.

- Through the office of FOCAS, FTC will continue to offer a Youth Theatre Program for the young people of Fairfax, incorporating classes in diverse areas of Theatre and Theatre Production as well as participation in the various productions undertaken by the FTC.

- FTC will encourage local playwrights, actors and other such artistes in their craft.

- FTC will continue to accept theatre interns from local colleges and schools.

It is our goal once we have the requisite nonprofit status to raise sufficient funds from Federal and State funding Arts agencies, from Theatrical Association Grants, from Corporations, and from individual benefactors and such others, toward the construction here in Fairfax of a permanent Theatre for the Performing Arts on a site to be determined by the Town.

However, and realistically, as it takes time to set up and accomplish the above, and until the FTC is self-sufficient, I request the Town's discretionary support for basic material production costs from the existing budget of \$3,000 that I understand is earmarked for such programs.

Thank you.

Sam M. Parry
Artistic/Theatre Program Director
(Fairfax Theatre Company)

August 21, 2013