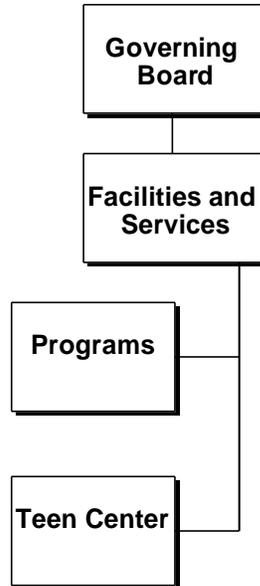


MCLEAN COMMUNITY CENTER



FUND 113 MCLEAN COMMUNITY CENTER

Agency Position Summary

29 Regular Positions (1) / 23.75 Regular Staff Years (0.5)

Position Detail Information

GOVERNING BOARD

FACILITIES & SERVICES

1	Executive Director
1	Deputy Community Center Director
1	Secretary II, PT
1	Chief, Administrative Services
1	Recreation Specialist I
1	Administrative Aide
1	Information Officer II
1	Public Information Clerk
6	Facility Attendants, 1 PT
1	Account Clerk II
1	Secretary I, PT
1	Clerk Typist II, PT
17	Positions
12.95	Staff Years

PROGRAMS

Instruction & Senior Adult Activities

1	Recreation Specialist II
1	Position
1.0	Staff Year

Special Events

1	Park Specialist II
1	Position
1.0	Staff Year

Performing Arts

1	Theatrical Arts Director
1	Theater Technical Director
1	Asst. Theater Technical Director
1	Facility Attendant II, PT
1	Cashier PT (1)
1	Accounting Technician
6	Positions (1)
4.8	Staff Years (0.5)

Youth Activities

1	Recreation Specialist II
1	Position
1.0	Staff Year

TEEN CENTER

1	Recreation Specialist I
1	Recreation Assistant
1	Facility Attendant I
3	Positions
3.0	Staff Years

PT Denotes Part-Time Positions
() Denotes New Position

FUND 113 MCLEAN COMMUNITY CENTER

AGENCY MISSION

To provide a sense of community by undertaking programs, assisting community organizations, and furnishing facilities for civic, cultural, educational, recreational, and social activities apportioned fairly to all residents of Small District 1, Dranesville.

AGENCY SUMMARY					
Category	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	28/ 23.25	28/ 23.25	28/ 23.25	29/ 23.75	29/ 23.75
Expenditures:					
Personnel Services	\$1,202,178	\$1,271,039	\$1,349,819	\$1,373,043	\$1,406,596
Operating Expenses	599,912	751,210	940,891	815,528	815,528
Capital Equipment	10,665	895	11,845	35,979	35,979
Capital Projects	66,235	60,000	503,671	0	0
Total Expenditures	\$1,878,990	\$2,083,144	\$2,806,226	\$2,224,550	\$2,258,103

SUMMARY BY COST CENTER					
Category ¹	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
Facilities & Services	\$955,323	\$934,054	\$1,255,891	\$1,030,487	\$1,045,588
Programs	711,385	845,576	851,624	949,877	964,759
Teen Center	146,047	243,514	195,040	244,186	247,756
Subtotal Expenditures	\$1,812,755	\$2,023,144	\$2,302,555	\$2,224,550	\$2,258,103
Capital Projects	\$66,235	\$60,000	\$503,671	\$0	\$0
Total Expenditures	\$1,878,990	\$2,083,144	\$2,806,226	\$2,224,550	\$2,258,103

¹ The title of the Support Services Cost Center was changed to Facilities and Services in FY 2000.

Board of Supervisors' Adjustments

The following funding adjustments reflect all changes to the FY 2001 Advertised Budget Plan, as approved by the Board of Supervisors on April 24, 2000:

- The 2.5 percent cost-of-living/market rate adjustment approved by the Board of Supervisors, and previously held in reserve, has been spread to County agencies and funds. This action results in an increase of \$33,553 to the McLean Community Center.

The following funding adjustments reflect all approved changes to the FY 2000 Revised Budget Plan from January 1, 2000 through April 24, 2000. Included are all adjustments made as part of the FY 2000 Third Quarter Review:

- An increase of \$111,693 including \$78,780 in Personnel Services due to lower than anticipated salary vacancy savings, \$17,913 in Operating Expenses required for the installation of a new phone-mail system, and \$15,000 in Capital Projects required for additional lighting in the Center parking lot.

FUND 113

MCLEAN COMMUNITY CENTER

- An increase of \$22,198 in tax revenue due to revised assessments based on the Department of Tax Administration (DTA) Assessed Book Value for Real Property in 1999.
 - An increase of \$48,140 in revenue primarily due to increased participation in the Center's programs.
-

County Executive Proposed FY 2001 Advertised Budget Plan



Agency Overview

On August 5, 1970, on petition of citizens in the McLean area, the Board of Supervisors adopted a resolution creating a Small Sanitary District for the purpose of acquiring, constructing, maintaining, and operating a community center and other recreational facilities within the District. A referendum was approved by the voters in the District on September 22, 1970 to provide for the construction and operation of a community center for use by the residents of Small District 1, Dranesville. Another bond referendum was passed on November 5, 1985 which authorized the sale of \$1.5 million in bonds to partially finance the construction of a theater/lobby/office expansion project.

The McLean Community Center (MCC) operates three cost centers: Facilities and Services, Programs, and Teen Center. There are five activities included in the Programs cost center. These activities include: Instructional Senior Adult Activities, Performing Arts, Visual Arts, Special Events, and Youth Activities.

The MCC is open seven days per week, 346 days per year. The facility is open 92 hours per week, with extended hours for special events. The Center facilities include 71,203 square feet of building space encompassing the main Center with a 424-seat theater, dance/rehearsal hall, music rooms, scene shop, dressing and make-up rooms, meeting rooms, social hall, commercial kitchen, art gallery, display areas, and administrative offices/support facilities; and a Teen Center with game room, dance hall, lounge, and support facilities. The Teen Center is open to all teens in Fairfax County in grades 9 through 12, with designated hours allocated for youth in grades 7 and 8. The buildings are situated on two plots of land of just under seven acres. Outdoor facilities include parking lots, a plaza, planted/garden areas, lawns (for festivals, concerts, etc.), and a picnic area. The Center also utilizes parks, schools, and private business sites for its programs.

The FY 2001 tax rate in the District is recommended to remain at \$.028 per \$100 of assessed value. This rate will generate a total projected special tax revenue of \$1,809,463. This level of tax revenue, coupled with fees and other non-tax revenues of \$661,224, supports the FY 2001 program outlined below.

In FY 2001, funding of \$121,050 will be transferred from Fund 113, McLean Community Center to Fund 200, County Debt Service, to cover McLean Community Center's debt obligations. Taking into account Community Center operating and maintenance costs of \$2,224,550, the debt service transfer of \$121,050, funding for a cost-of-living adjustment of \$33,553, and the equipment replacement reserve totaling \$545,429 to ensure that funds are available for the replacement of capital equipment and anticipated building repairs, the unreserved ending balance for FY 2001 is \$945,410.

Funding of \$12,426 in Personnel Services provides for 1/0.5 SYE additional Cashier position in the theater box office. During the last two years, the demand on the box office staff has risen due to increased use of Alden Theater by local community arts organizations. The addition of this position will enable the agency to provide reliable year-round staffing and improve customer service.

FUND 113

MCLEAN COMMUNITY CENTER

The McLean Community Center will celebrate its 25th Anniversary in October 2000. Since 1975, the Center has grown to include a theater, art gallery, Teen Center, and space for classes and community meetings. The FY 2001 funding will support a series of special events and projects to mark the anniversary, including a Fall Festival, theater performances, a community reception, children's events, a historical mural, and a souvenir booklet.



Funding Adjustments

The following funding adjustments from the FY 2000 Revised Budget Plan are necessary to support the FY 2001 program:

- An increase of \$28,928 due to the implementation of the new Pay for Performance program in FY 2001. The new system links annual pay increases to employee performance.
- An increase of \$20,500 due to the implementation of the Market Pay Study. As a result of the Study, incumbents in job classes that are found to be one grade below the market will be moved to the appropriate grade and receive a 2.0 percent market adjustment. Incumbents found to be two or more grades below the market will be moved to the appropriate grade and receive a 4.0 percent market adjustment. In addition, funding is held in reserve to provide all employees with a 2.5 percent cost-of-living/market adjustment.
- An increase of \$52,576 in Personnel Services is primarily due to an increase of \$24,187 in limited term salaries and \$2,298 in overtime for ongoing programs, \$12,426 in salary and fringe benefits for 1/0.5 additional Cashier position required to address customer service needs in the theater, and an increase of \$26,329 in salaries and fringe benefits for existing staff. This is partially offset by a decrease of \$448 for shift differential and an increase of \$12,216 in position turnover based on actual experience in FY 1999.
- A decrease of \$107,450 in Operating Expenses is primarily attributable to \$149,778 for repair and maintenance costs required for the Center in FY 2000 and a decrease of \$4,210 for computer software reflecting one-time purchases in FY 2000, partially offset by an increase of \$50,000 in various expense categories for the 25th anniversary celebration.
- Capital Equipment funding of \$35,979 includes \$14,450 for the replacement of curtains and a control panel in the theater; \$8,450 for additional speakers and controls; \$2,525 for special effects equipment; \$2,850 to replace two personal computers; and \$7,704 to replace equipment in the Teen Center.

The following funding adjustments reflect all approved changes in the FY 2000 Revised Budget Plan since passage of the FY 2000 Adopted Budget Plan. Included are all adjustments made as part of the FY 1999 Carryover Review and all other approved changes through December 31, 1999:

- Encumbered carryover of \$46,303 in Operating Expenses.
- Unencumbered carryover of \$27,000 in Operating Expenses required to repair the Center's walkway.
- Unexpended capital projects balances of \$428,671 primarily for the Duval Arts Studio.
- Funding of \$109,415 from the Equipment Replacement Reserve for repair and maintenance requirements throughout the Center.

FUND 113 MCLEAN COMMUNITY CENTER

Cost Center: Facilities and Services

GOAL: To administer the facilities and programs of the McLean Community Center, to assist local public groups planning activities and to provide information to citizens in order to facilitate their integration in the life of the community.

COST CENTER SUMMARY					
Category	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	17/ 12.95	17/ 12.95	17/ 12.95	17/ 12.95	17/ 12.95
Expenditures:					
Personnel Services	\$598,976	\$560,641	\$673,705	\$620,266	\$635,367
Operating Expenses	345,682	372,518	570,341	381,946	381,946
Capital Equipment	10,665	895	11,845	28,275	28,275
Subtotal Expenditures	\$955,323	\$934,054	\$1,255,891	\$1,030,487	\$1,045,588
Capital Projects	\$66,235	\$60,000	\$503,671	\$0	\$0
Total Expenditures	\$1,021,558	\$994,054	\$1,759,562	\$1,030,487	\$1,045,588



Objectives

- To reduce the cost per patron served by 8.7 percent, from \$3.44 to \$3.14, while maintaining or improving service quality.



Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 1997 Actual	FY 1998 Actual	FY 1999 Estimate/Actual	FY 2000	FY 2001
Output:					
Patrons served	NA	NA	100,000 / 312,027	321,045	332,999
Efficiency:					
Cost per patron	NA	NA	\$9.76 / \$3.06	\$3.44	\$3.14
Service Quality:					
Service complaints (based on Taxpayer and Participant Satisfaction Survey)	NA	NA	5 / 5	5	5
Outcome:					
Percent change in cost per patron	NA	NA	NA / NA	17.3%	(17.4%)

FUND 113 MCLEAN COMMUNITY CENTER

Cost Center: Programs

GOAL: To provide programs and classes to McLean Community Center district residents of all ages in order to promote personal growth and a sense of community involvement.

COST CENTER SUMMARY					
Category	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	8/ 7.3	8/ 7.3	8/ 7.3	9/ 7.8	9/ 7.8
Expenditures:					
Personnel Services	\$511,924	\$570,528	\$579,158	\$608,926	\$623,808
Operating Expenses	199,461	275,048	272,466	340,951	340,951
Total Expenditures	\$711,385	\$845,576	\$851,624	\$949,877	\$964,759



Objectives

- To increase the number of patron hours in classes and in Senior Adult Activities by 3.0 percent, from 54,178 patrons to 55,803 patrons.
- To maintain the number of patrons attending major community Special Events such as July 4th fireworks at 19,500.
- To increase the number of patron hours served by Performing Arts activities by 13.7 percent, from 70,235 to 79,857, toward a target of 15.0 percent.
- To increase the number of patron hours in Youth Activities by 6.5 percent, from 27,795 to 29,600.



Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 1997 Actual	FY 1998 Actual	FY 1999 Estimate/Actual	FY 2000	FY 2001
Output:					
Patron hours in classes and Senior Adult Activities	NA	NA	52,653 / 52,600	54,178	55,803
Patron hours at Special Events	NA	NA	19,500 / 21,243	19,500	19,500
Patron hours at Performing Arts Activities	NA	NA	55,759 / 65,535	70,235	79,857
Patron hours at Youth Activities	NA	NA	31,426 / 26,194	27,795	29,600

FUND 113
MCLEAN COMMUNITY CENTER

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 1997 Actual	FY 1998 Actual	FY 1999 Estimate/Actual	FY 2000	FY 2001
Efficiency:					
Cost per patron hour in classes and Senior Adult Activities	NA	NA	\$1.91 / \$1.93	\$2.01	\$2.08
Cost per patron at Special Events	NA	NA	NA / \$4.77	\$7.00	\$7.53
Cost per patron at Performing Arts Activities	NA	NA	\$7.30 / \$5.74	\$6.33	\$6.46
Cost per patron at Youth Activities	NA	NA	\$4.81 / \$5.07	\$6.23	\$6.24
Service Quality:					
Percent satisfied with classes and Senior Adult Activities	NA	NA	95% / 95%	95%	95%
Percent satisfied with Special Events	NA	NA	95% / 80%	80%	95%
Percent satisfied with Performing Arts Activities	NA	NA	97% / 100%	100%	100%
Percent satisfied with Youth Activities	NA	NA	95% / 95%	95%	95%
Outcome:					
Percent change in participation in classes and Senior Adult Activities	NA	NA	NA / NA	2.0%	3.0%
Percent change in participation at Special Events	NA	NA	NA / NA	(2.4%)	0.0%
Percent change in participation at Performing Arts Activities	NA	NA	NA / NA	7.2%	13.7%
Percent change in participation at Youth Activities	NA	NA	NA / NA	7.0%	6.5%

Cost Center: Teen Center

GOAL: To provide a facility for local youth in grades 7-12 in order to promote personal growth and provide a safe recreational and productive environment.

COST CENTER SUMMARY					
Category	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	3/ 3	3/ 3	3/ 3	3/ 3	3/ 3
Expenditures:					
Personnel Services	\$91,278	\$139,870	\$96,956	\$143,851	\$147,421
Operating Expenses	54,769	103,644	98,084	92,631	92,631
Capital Equipment	0	0	0	7,704	7,704
Total Expenditures	\$146,047	\$243,514	\$195,040	\$244,186	\$247,756

FUND 113 MCLEAN COMMUNITY CENTER



Objectives

- To increase the number of weekend participant hours by 3.0 percent, from 24,644 to 25,383, toward a target of 41,356, which is the maximum capacity of the facility.
- To maintain the number of weekday participant hours at 3,451.



Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 1997 Actual	FY 1998 Actual	FY 1999 Estimate/Actual	FY 2000	FY 2001
Output:					
Weekend participant hours provided	NA	41,356	41,356 / 23,894	24,644	25,383
Weekday participant hours provided	NA	4,562	5,942 / 3,451	3,451	3,451
Efficiency:					
Cost per participant hour (both weekend and weekday)	NA	\$3.21	\$4.29 / \$8.91	\$8.63	\$8.59
Service Quality:					
Percent of satisfied weekend participants	NA	95%	95% / 95%	95%	95%
Percent of satisfied weekday participants	NA	95%	95% / 95%	95%	95%
Outcome:					
Percent change in weekend participant hours	NA	NA	0.0% / (42.2%)	3.1%	3.0%
Percent change in weekday participant hours	NA	NA	30.3% / (24.4%)	0.0%	0.0%

A Fund Statement and a Summary of Capital Projects for all projects funded in FY 2001 are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered "continuing" projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 113 MCLEAN COMMUNITY CENTER

FUND STATEMENT

	Fund G10, Special Revenue Funds		Fund 113, McLean Community Center		
	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
Beginning Balance	\$1,244,560	\$1,223,687	\$1,913,654	\$1,399,305	\$1,357,950
Revenue:					
Taxes	\$1,712,250	\$1,737,676	\$1,759,874	\$1,809,463	\$1,809,463
Interest	82,058	56,073	84,950	78,053	78,053
Rental Income	34,291	30,161	25,000	35,000	35,000
DuVal Donation ¹	401,624	0	0	0	0
Instructional Fees	110,995	92,692	120,000	101,855	101,855
Performing Arts	88,037	90,506	87,239	138,568	138,568
Vending	3,449	2,975	2,800	3,550	3,550
Senior Adult Programs	9,172	4,372	9,800	8,000	8,000
Special Events	48,478	74,009	74,009	52,408	52,408
Theater Rentals	21,404	21,579	31,167	24,856	24,856
Youth Programs	112,012	119,315	119,315	141,630	141,630
Miscellaneous Income	29,992	27,918	30,126	27,770	27,770
Teen Center Income	25,012	41,650	30,000	42,047	42,047
Visual Arts	579	7,446	2,430	7,487	7,487
Total Revenue	\$2,679,353	\$2,306,372	\$2,376,710	\$2,470,687	\$2,470,687
Total Available	\$3,923,913	\$3,530,059	\$4,290,364	\$3,869,992	\$3,828,637

FUND 113
MCLEAN COMMUNITY CENTER

FUND STATEMENT

Fund G10, Special Revenue Funds

Fund 113, McLean Community Center

	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
Expenditures:					
Personnel Services	\$1,202,178	\$1,271,039	\$1,349,819	\$1,373,043	\$1,406,596
Operating Expenses	599,912	751,210	940,891	815,528	815,528
Capital Equipment	10,665	895	11,845	35,979	35,979
Capital Projects	66,235	60,000	503,671	0	0
Subtotal Expenditures	\$1,878,990	\$2,083,144	\$2,806,226	\$2,224,550	\$2,258,103
COLA/MRA Reserve	0	0	0	33,553	0
Total Expenditures	\$1,878,990	\$2,083,144	\$2,806,226	\$2,258,103	\$2,258,103
Transfer Out:					
County Debt Service (200)	\$131,269	\$126,188	\$126,188	\$121,050	\$121,050
Total Transfer Out	\$131,269	\$126,188	\$126,188	\$121,050	\$121,050
Total Disbursements	\$2,010,259	\$2,209,332	\$2,932,414	\$2,379,153	\$2,379,153
Ending Balance	\$1,913,654	\$1,320,727	\$1,357,950	\$1,490,839	\$1,449,484
Equipment Replacement Reserve ²	456,444	555,644	446,229	545,429	555,644
Unreserved Balance	\$1,457,210	\$765,083	\$911,721	\$945,410	\$893,840
Tax Rate per \$100 of Assessed Value	\$0.028	\$0.028	\$0.028	\$0.028	\$0.028

¹ An amount of \$401,624 was received in FY 1999 in revenue associated with donations for the Susan B. DuVal Arts Center.

² In FY 1998, the Equipment Replacement Reserve was established to provide for the replacement of capital equipment, and some building repairs that are not included under capital expansion projects within this fund.

FUND 113 MCLEAN COMMUNITY CENTER

COUNTY OF FAIRFAX, VA
FY 2001 SUMMARY OF CAPITAL PROJECTS

FUND TYPE:G10 SPECIAL REVENUE FUND :113 MCLEAN COMMUNITY CTR (185)	TOTAL PROJECT ESTIMATE	FY 1999 ACTUAL EXPENDITURES	FY 2000 REVISED BUDGET	FY 2001 ADVERTISED BUDGET PLAN	FY 2001 ADOPTED BUDGET PLAN	FINANCING GENERAL FUND	FINANCING BOND	FINANCING OTHER
003600 MC LEAN COMMU	493,656	58.20	6,504.80					
003601 MCLEAN COMM C	411,447	.00	75,000.00					
003605 MCLEAN COM CT	3,961,168	.00	.00					
003610 MCLEAN COM CT	7,819	.00	.00					
003611 TEEN CENTER R	255,368	.00	.00					
003612 SUSAN B. DUVA	516,470	66,176.81	422,166.35					
FUND 113 SUBTOTAL	5,645,928	66,235.01	503,671.15					