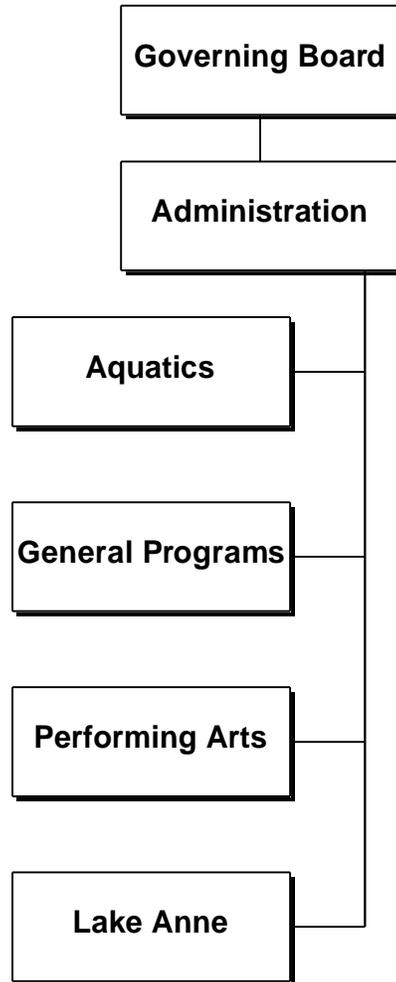


RESTON COMMUNITY CENTER



FUND 111 RESTON COMMUNITY CENTER

Agency Position Summary

37	Regular Positions	/	36.11	Regular Staff Years
<u>1</u>	Contract Position	/	<u>1.0</u>	Contract Staff Year
38	Total Positions	/	37.11	Total Staff Years

Position Detail Information

GOVERNING BOARD

ADMINISTRATION

1	Executive Director C
1	Deputy Community Center Director
1	Network Telecom. Analyst I
1	Chief, Administrative Services
1	Information Officer I
1	Graphic Artist III
1	Chief, Building Maintenance Section
1	General Building Maintenance Worker I
3	Maintenance Workers
2	Administrative Assistants IV
2	Administrative Assistants III
5	Administrative Assistants II
1	Human Services Assistant, PT
21	Positions
20.11	Staff Years

AQUATICS

1	Recreation Specialist II
1	Recreation Specialist I
1	Recreation Assistant
<u>1</u>	Administrative Assistant II
4	Positions
4.0	Staff Years

LAKE ANNE

1	Administrative Assistant II
<u>1</u>	Maintenance Worker
2	Positions
2.0	Staff Years

GENERAL PROGRAMS

5	Recreation Specialists II
<u>1</u>	Facility Attendant II
6	Positions
6.0	Staff Years

PERFORMING ARTS

1	Theatrical Arts Director
1	Theater Technical Director
1	Asst. Theater Technical Director
1	Recreation Specialist II
<u>1</u>	Administrative Assistant IV
5	Positions
5.0	Staff Years

PT Denotes Part Time Positions
C Denotes Contract Position

FUND 111 RESTON COMMUNITY CENTER

Agency Mission

To provide a full range of quality programs and services for the Greater Reston residential and business communities including the arts, aquatics, workshops, education, and training. To sustain and create community traditions through special events and outreach activities. To serve as an information resource for the community, and to provide facility rentals and related support for groups and individuals. To work cooperatively with other organizations, to enhance the quality of life for all people living and working in the Greater Reston area.

Agency Summary					
Category	FY 2001 Actual	FY 2002 Adopted Budget Plan	FY 2002 Revised Budget Plan	FY 2003 Advertised Budget Plan	FY 2003 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	37/ 36.11	37/ 36.11	37/ 36.11	37/ 36.11	37/ 36.11
Exempt	1/ 1	1/ 1	1/ 1	1/ 1	1/ 1

Expenditures:					
Personnel Services	\$2,573,704	\$2,948,185	\$2,946,305	\$3,155,344	\$3,155,344
Operating Expenses	2,148,598	2,057,379	2,348,379	2,495,008	2,495,008
Capital Equipment	39,218	98,555	209,555	141,555	141,555
Capital Projects	25,097	0	0	0	0
Total Expenditures	\$4,786,617	\$5,104,119	\$5,504,239	\$5,791,907	\$5,791,907

Summary by Cost Center					
Category ¹	FY 2001 Actual	FY 2002 Adopted Budget Plan	FY 2002 Revised Budget Plan	FY 2003 Advertised Budget Plan	FY 2003 Adopted Budget Plan
Administration	\$2,078,878	\$2,141,441	\$2,272,561	\$2,402,747	\$2,402,747
Performing Arts	730,683	805,053	805,053	978,427	978,427
Aquatics	481,256	470,161	607,661	532,145	532,145
General Programs	1,069,349	1,176,031	1,307,531	1,341,302	1,341,302
Lake Anne	401,354	511,433	511,433	537,286	537,286
Subtotal Expenditures	\$4,761,520	\$5,104,119	\$5,504,239	\$5,791,907	\$5,791,907
Capital Projects	\$25,097	\$0	\$0	\$0	\$0
Total Expenditures	\$4,786,617	\$5,104,119	\$5,504,239	\$5,791,907	\$5,791,907

¹ Expenditures for Capital Projects are shown under the Administration Cost Center.

Board of Supervisors' Adjustments

The following funding adjustments reflect all changes to the FY 2003 Advertised Budget Plan, as approved by the Board of Supervisors on April 29, 2002:

- ◆ During their deliberations on the FY 2003 Advertised Budget Plan, the Board of Supervisors reduced the tax rate from \$0.06 per \$100 of assessed value to \$0.052 per \$100 for Small Tax District 5. This results in a revenue decrease of \$507,639 for FY 2003.

FUND 111

RESTON COMMUNITY CENTER

The following funding adjustments reflect all approved changes to the FY 2002 Revised Budget Plan from January 1, 2002 through April 22, 2002. Included are all adjustments made as part of the FY 2002 Third Quarter Review:

- ◆ An increase \$400,120 including \$291,000 in operating expenses due to increased maintenance requirements and \$111,000 in capital equipment for the replacement of equipment at the Aquatics Center as well as higher program costs due to increased participation, partially offset by a decrease of \$1,880 in personnel services.
 - ◆ An increase of \$402,000 in revenue resulting from higher than anticipated real estate tax receipts.
-

County Executive Proposed FY 2003 Advertised Budget Plan

Purpose

Fund 111, Reston Community Center, provides for the operation of the Reston Community Center (RCC) which serves the residents of Small District 5 Hunter Mill/Dranesville. RCC operations are supported by the payment of a special property assessment tax on residents and businesses within the district. The current tax rate of \$0.06 per \$100 of assessed value is recommended to remain the same for FY 2003.

The RCC is open to the public 364 days per year and includes a fully equipped 300-seat theatre. It is also equipped with a 25-meter indoor swimming pool and diving well, whirlpool spa, large central community hall with adjacent catering kitchen, dance studio, seven meeting/class rooms, fireplace lounge, snack bar, photography darkroom, woodworking shop, and art room. In addition, the Center utilizes off-site locations for programming including the RCC Lake Anne facility, schools, parks, churches, outdoor pools, and business locations. The RCC will continue to provide rental and drop-in facilities to meet the needs of the community, provide information, conduct programs, offer special events, and provide facilitator support for service projects in FY 2003. Funding in FY 2003 will allow for increased activities offered in most areas.

Program highlights in FY 2003 include continuing efforts to meet increased demand for co-sponsored programs such as an expanded Teen Dance schedule, Students on Suspension in conjunction with Fairfax Partnership for Youth, monthly Swing and Ballroom dances, and a Senior Drop-in Lecture series, as well as bus trips, a multi-cultural event, and an expanded Professional Touring Artist Season. The RCC Board of Governors continues its annual review of these programs to ensure they are meeting community needs.

The new Reston Community Center at Lake Anne opened in the fall of FY 2000 with a full complement of activities including ceramics, art, and music studios, as well as an art gallery and meeting facilities. The computer lab also moved from the Spectrum to the Lake Anne facility.

The Reston Community Center Board of Governors adopted a revised revenue policy during FY 1986 which stated that revenues raised by the Center's activities will not exceed 25 percent of operating costs. Because residents and business property owners (and their employees) within Small District #5 pay the tax that provides for the operation and maintenance of the Center, they receive priority in Center services and programs, while non-residents are accommodated when possible at increased fees over residents' costs. A fee waiver policy provides clients in need the opportunity to enroll in Center-sponsored activities at no cost. These policies remain in effect for FY 2003. Fee-related revenue will constitute an estimated \$940,000 or 16.3 percent of the Center's projected operating costs of \$5,791,907 in FY 2003.

It is the goal of the Center to provide for the continuing of programs and participation at an even rate in times of both financial growth and contraction. Staff and the Board of Governors are evaluating reserve

FUND 111

RESTON COMMUNITY CENTER

requirements of the fund for the replacement of infrastructure and equipment in order to protect the communities investment while providing for other contingencies including a catastrophic event reserve. In addition, the Center attempts to stay in touch with the wishes of its patrons. A recently completed survey indicated that a vast majority of residents are satisfied with the level of services provided by the Center. The agency is currently examining alternatives for gaining meaningful input from area businesses as well.

Performance Measurement Results

The Agency's overall actual participant results for FY 2001 exceeded the estimated amount by 9.9 percent from 205,691 to 226,038. This is an 18.6 percent increase over the FY 2000 actual participant amount from 190,535 to 226,038. The overall satisfaction rating was 1.5 percent higher than estimated and 3.5 percent higher than FY 2000. The largest growth was in Performing Arts attendees which rose 65.3 percent from 18,552 to 30,657 while increasing the satisfaction rating by 1.5 percent. In addition, the Aquatics Department experienced a 6 percent increase in patrons while maintaining a satisfaction rating of 88 percent.

Key Accomplishments

In September of 1999, the Center renovated and added to its facilities an 8,500 square foot building in Lake Anne Village Center. In FY 1998, there were a total of 125,000 participants in Center activities. In FY 2001, the actual number of participants increased to 226,038. During the last four years, we have gone through a complete renovation of our 22-year-old building. The programs which have contributed to the growth are: an after school program at Langston Hughes Middle School; bus trips to various locations; Senior Computer Classes and the Senior Academy Water Aerobics classes for seniors; "Drop-In" after school programs for elementary school children; a Multi-Cultural festival; and an increased number of tiers for swimming classes.

FY 2003 Initiatives

Initiatives for FY 2003 include – Two new monthly dance programs "Swing and Ballroom". These programs are being offered due to patron requests. Teen dances are also high on the request list for middle and high school age teens. The RCC events have a reputation for being weapon, drug and alcohol free. SOS (Students on Suspension) is a program that provides suspended students with a structured supervised environment five days a week. This program is offered with the cooperation of the Fairfax Partnership for Youth. The Senior Academy will offer a new lecture series based on requests, but will include topics such as travel tips, and long term care planning.

Funding Adjustments

The following funding adjustments from the FY2002 Revised Budget Plan are necessary to support the FY 2003 program:

- ◆ An increase of \$207,159 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ A net increase of \$437,629 in Operating Expenses primarily for increased appearances by performing artists and lecturers and expenses and supplies associated with increased program activity.
- ◆ Funding of \$141,555 for Capital Equipment including \$93,000 for the replacement of seating in the theater and \$48,555 to replace the grand piano used in live performances.

The following funding adjustments reflect all approved changes in the FY2002 Revised Budget Plan since passage of the FY 2002 Adopted Budget Plan. Included are all adjustments made as part of the FY 2001 Carryover Review and all other approved changes through December 31, 2001:

- ◆ There were no adjustments required as part of the FY 2001 Carryover Review.

FUND 111 RESTON COMMUNITY CENTER



Administration

Goal

To provide effective leadership, supervision, and administrative support for Center programs in order to maintain and prepare the facilities of the Reston Community Center for residents of Small Tax District #5.

Cost Center Summary					
Category	FY 2001	FY 2002	FY 2002	FY 2003	FY 2003
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan	Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	21/ 20.11	21/ 20.11	20/ 19.11	20/ 19.11	20/ 19.11
Exempt	1/ 1	1/ 1	1/ 1	1/ 1	1/ 1
Total Expenditures	\$2,103,975	\$2,141,441	\$2,272,561	\$2,402,747	\$2,402,747

Objectives

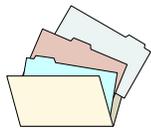
- ◆ To increase the number of patrons served through rentals by 8.5 percent, from 29,500 to 32,000.
- ◆ To increase the number of facility rented hours by 1.9 percent, from 15,500 to 15,800.
- ◆ To increase facility rental revenue by 1.0 percent, from \$48,000 to \$48,500.

Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 1999 Actual	FY 2000 Actual	FY 2001 Estimate/Actual	FY 2002	FY 2003
Output:					
Patrons served by rentals	25,392	27,673	28,430 / 31,299	29,500	32,000
Hours facility rented	13,146	14,500	15,300 / 115,500	15,500	15,800
Rental revenue	\$33,000	\$45,952	\$47,000 / \$44,395	\$48,000	\$48,500
Efficiency:¹					
Cost per patron	\$4.96	\$4.54	\$4.89 / \$4.12	\$5.00	\$4.46
Cost per rental hour	\$9.55	\$8.67	\$9.09 / \$8.32	\$9.52	\$9.04
Service Quality:					
Percent of satisfied patrons	85%	90%	90% / 90%	90%	90%
Outcome:					
Percent change in patrons	57.1%	9.0%	2.4% / 13.1%	(5.7)%	8.5%
Percent change in rented facility hours	3.6%	10.3%	5.5% / 6.7%	1.3%	1.9%
Percent change in rental revenue	6.3%	39.2%	2.2% / 3.3%	2.1%	1.0%

¹ A change in the methodology since FY 1998 actual data reflects more complete and accurate representation of cost per unit.

FUND 111 RESTON COMMUNITY CENTER



Performing Arts

Goal

To provide Performing Arts presentations to the residents of Small Tax District #5 in order to increase the cultural awareness of the community in disciplines of dance, theater, music, and related arts.

Cost Center Summary					
Category	FY 2001	FY 2002	FY 2002	FY 2003	FY 2003
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan	Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	5/5	5/5	5/5	5/5	5/5
Total Expenditures	\$730,683	\$805,053	\$805,053	\$978,427	\$978,427

Objectives

- ◆ To increase theater attendees by 18.5 percent, from 22,785 to 27,000, with a satisfaction level of at least 96 percent.
- ◆ To increase the theater rental satisfaction level by 2 percentage points, from 93 to 95 percent, toward a target of 97 percent.
- ◆ To increase the number of class participants by 0.6 percent, from 915 to 920, with a satisfaction level of at least 94 percent.

Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 1999 Actual	FY 2000 Actual	FY 2001 Estimate/Actual	FY 2002	FY 2003
Output:					
Patrons served	21,612	18,552	19,552 / 30,657	22,785	27,000
Rentals provided	65	64	65 / 65	66	66
Participants served in classes	1,069	890	890 / 910	915	920
Efficiency:					
Cost per attendee/participant	\$19.89	\$22.63	\$22.27 / \$15.98	\$22.97	\$19.56
Service Quality:					
Percent of patrons satisfied	87%	92%	93% / 93%	95%	96%
Percent of renters satisfied	86%	89%	91% / 93%	93%	95%
Percent of participants satisfied	85%	88%	90% / 91%	92%	94%
Outcome:					
Percent change in patrons served	33.7%	(14.1%)	5.3% / 65.0%	(25.7)%	18.5%
Percentage point change in theatre rental satisfaction	0.0	3.0	2.0 / 2.0	2.0	2.0
Percent change in class participants served	13.7%	(16.7%)	0.0% / 2.3%	0.6%	0.6%

FUND 111 RESTON COMMUNITY CENTER



Aquatics

Goal

To provide a safe and healthy professional pool environment and balanced Aquatic Program year round for all age groups in Small Tax District #5.

Cost Center Summary					
Category	FY 2001	FY 2002	FY 2002	FY 2003	FY 2003
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan	Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	4/ 4	4/ 4	4/ 4	4/ 4	4/ 4
Total Expenditures	\$481,256	\$470,161	\$607,661	\$532,145	\$532,145

Objectives

- ◆ To increase the percentage of satisfied participants by 1 percentage point, from 88 percent to 89 percent, toward a target of 90 percent.

Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 1999 Actual	FY 2000 Actual	FY 2001 Estimate/Actual	FY 2002	FY 2003
Output:					
Participants served	51,177	63,255	64,000 / 67,909	70,000	76,058
Efficiency:¹					
Cost per participant	\$3.32	\$3.78	\$4.69 / \$3.30	\$3.36	\$2.90
Service Quality:					
Percent of satisfied participants	86%	87%	88% / 88%	88%	89%
Outcome:					
Percentage point change in participants' satisfaction	1.0	1.0	1.0 / 1.0	1.0	1.0

¹ A change in methodology since FY 1998 actual data reflects a more complete and accurate representation of cost per unit.

FUND 111 RESTON COMMUNITY CENTER



General Programs

Goal

To provide recreational, educational, and social activities to all age groups in order to provide a community-wide, positive, and meaningful experience in Small Tax District #5.

Cost Center Summary					
Category	FY 2001	FY 2002	FY 2002	FY 2003	FY 2003
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan	Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	6/6	6/6	6/6	6/6	6/6
Total Expenditures	\$1,069,349	\$1,176,031	\$1,307,531	\$1,341,302	\$1,341,302

Objectives

- ◆ To increase participation in classes and camps by 1.3 percent, from 7,500 to 7,600.
- ◆ To increase attendance at activities by 0.1 percent, from 72,913 to 73,000.

Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 1999 Actual	FY 2000 Actual	FY 2001 Estimate/Actual	FY 2002	FY 2003
Output:					
Students/campers	3,454	4,362	7,044 / 7,053	7,500	7,600
Attendees	57,207	57,910	67,575 / 64,518	72,913	73,000
Efficiency:					
Cost per participant	\$7.18	\$7.17	\$9.31 / \$9.58	\$10.70	\$11.96
Service Quality:					
Percent of satisfied participants	87%	90%	90% / 90%	91%	92.5%
Outcome:					
Percent change in class/camp participation	77.5%	26.2%	61.5% / 15.8%	6.5%	1.3%
Percent change in attendees	2.0%	1.2%	16.7% / 11.4%	7.9%	0.1%

FUND 111 RESTON COMMUNITY CENTER



Lake Anne

Goal

To expand programs and facilities outside the main Reston Community Center, with an emphasis on Visual Arts activities and computer classes for all age groups in Small Tax District #5.

Cost Center Summary					
Category	FY 2001	FY 2002	FY 2002	FY 2003	FY 2003
	Actual	Adopted Budget Plan	Revised Budget Plan	Advertised Budget Plan	Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	1/ 1	1/ 1	2/ 2	2/ 2	2/ 2
Total Expenditures	\$401,354	\$511,433	\$511,433	\$537,286	\$537,286

Objectives

- ◆ To increase participation by 8.0 percent, from 25,000 to 27,000, while increasing participant satisfaction from 88 percent to 90 percent.

Performance Indicators

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 1999 Actual	FY 2000 Actual	FY 2001 Estimate/Actual	FY 2002	FY 2003
Output:					
Patrons	NA	17,893	18,200 / 23,692	25,000	27,000
Efficiency:					
Cost per participant	NA	\$5.55	\$14.16 / \$9.08	\$11.85	\$11.30
Service Quality:					
Percent of satisfied patrons	NA	86%	87% / 89%	88%	90%
Outcome:					
Percent change in participation	NA	NA	1.7% / 32.0%	5.5%	8.0%

A Fund Statement and a Summary of Capital Projects 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 111 RESTON COMMUNITY CENTER

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 111, Reston Community Center

	FY 2001 Actual	FY 2002 Adopted Budget Plan	FY 2002 Revised Budget Plan	FY 2003 Advertised Budget Plan	FY 2003 Adopted Budget Plan
Beginning Balance	\$2,454,990	\$2,364,232	\$2,459,511	\$2,317,292	\$2,319,172
Revenue:					
Taxes	\$3,846,992	\$4,097,585	\$4,499,585	\$4,848,595	\$4,367,787
Interest	215,406	165,000	165,000	190,000	163,169
Aquatics	218,006	225,000	225,000	225,000	225,000
Fitness	222,651	210,975	210,975	231,000	231,000
Performing Arts	73,507	69,840	69,840	73,000	73,000
Rental	44,395	48,000	48,000	48,000	48,000
Snack Bar	11,230	12,000	12,000	12,000	12,000
Vending	898	1,000	1,000	1,000	1,000
Theatre Box Office	60,994	47,500	47,500	60,000	60,000
Lake Anne	97,059	85,000	85,000	100,000	100,000
Total Revenue	\$4,791,138	\$4,961,900	\$5,363,900	\$5,788,595	\$5,280,956
Total Available	\$7,246,128	\$7,326,132	\$7,823,411	\$8,105,887	\$7,600,128
Expenditures:					
Personnel Services	\$2,573,704	\$2,948,185	\$2,946,305	\$3,155,344	\$3,155,344
Operating Expenses	2,148,598	2,057,379	2,348,379	2,495,008	2,495,008
Capital Equipment	39,218	98,555	209,555	141,555	141,555
Capital Projects	25,097	0	0	0	0
Total Expenditures	\$4,786,617	\$5,104,119	\$5,504,239	\$5,791,907	\$5,791,907
Total Disbursements	\$4,786,617	\$5,104,119	\$5,504,239	\$5,791,907	\$5,791,907
Ending Balance	\$2,459,511	\$2,222,013	\$2,319,172	\$2,313,980	\$1,808,221
Contingency Reserve	200,000	200,000	200,000	200,000	200,000
Unreserved Balance	\$2,259,511	\$2,022,013	\$2,119,172	\$2,113,980	\$1,608,221
Tax Rate per \$100 of Assessed Value¹	\$0.06	\$0.06	\$0.06	\$0.06	\$0.052

¹ During their deliberations on the FY 2003 Advertised Budget Plan, the Board of Supervisors reduced the tax rate from \$0.06 per \$100 of assessed value to \$0.052 per \$100 of assessed value.

FUND 111 RESTON COMMUNITY CENTER

FY 2003 Summary of Capital Projects

Fund: 111 Reston Community Center

Project #	Description	Total Project Estimate	FY 2001 Actual Expenditures	FY 2002 Revised Budget	FY 2003 Advertised Budget Plan	FY 2003 Adopted Budget Plan
003715	RCC At Lake Anne Village	\$470,075	\$25,096.75	\$0.00	\$0	\$0
Total		\$470,075	\$25,096.75	\$0.00	\$0	\$0