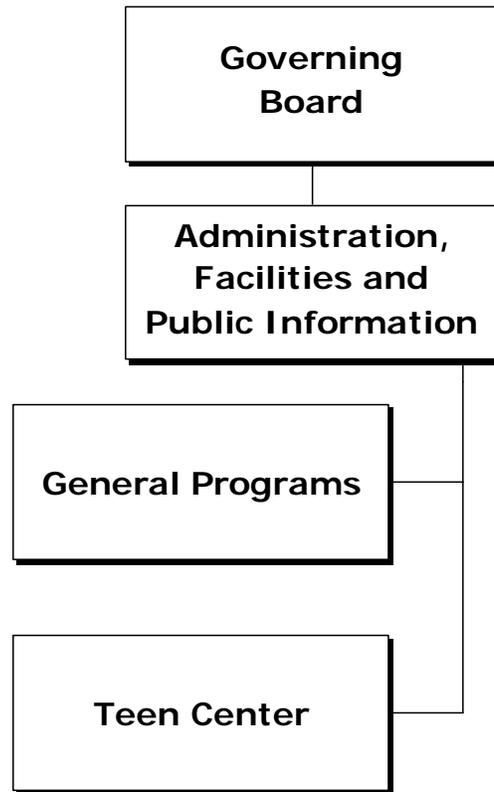


Fund 40060 McLean Community Center



Mission

The mission of the McLean Community Center (MCC or the Center) is 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 1A, Dranesville.

Focus

Fund 40060, McLean Community Center, fulfills its mission by offering a wide variety of civic, social and cultural activities to its residents including families, local civic organizations, and businesses.

MCC offers classes and activities such as aerobics, computers, acting and tours, for all ages at nominal fees. Special events and seasonal activities such as McLean Day, Fourth of July, Summer Camp, and a Craft Show are held at MCC, local schools and parks. The Alden Theatre presents professional shows, films, entertainment for children, educational speaker sessions, and community theatre productions. The Old Firehouse is a popular teenage social and recreation center in downtown McLean, operated by the Center. Teens can enjoy their time at the Teen Center after school, during school breaks and at Friday Night Activities and events. Drop-in activities sponsored by MCC are available such as open table tennis.



Fund 40060 McLean Community Center

Facilities and operations of the MCC are supported primarily by revenues from a special property tax collected from all residential and commercial properties within Small District 1A, Dranesville. The Small District 1A real estate tax rate for FY 2015 has been recommended to the Board of Supervisors at \$0.023 per \$100 of assessed property value which is an increase from the FY 2014 tax rate of \$0.022 per \$100. This increase will generate additional revenues with the short term goal of balancing operational funding, and allow MCC to become less reliant on the use of excess reserves, which are being redirected for major capital improvement projects. Other revenue sources include program fees and interest on investments. In FY 2015, total property tax receipts in Small District 1A are at \$0.023 per \$100 pending final assessment evaluations from the Department of Tax Administration.

Financial and operational oversight of the Center is provided by the MCC Governing Board, elected annually. MCC receives its expenditure authority from the Fairfax County Board of Supervisors each fiscal year.

The MCC Governing Board and staff have developed and refined an annual plan which directs the expansion of the agency's functions for the next year. MCC will train staff to provide information to enhance the Center's capability as a "one-stop shop" for printed and online information on community activities. MCC also seeks to develop programs that increase community involvement of all age groups. Residents and businesses will be included in identifying McLean's community needs and MCC staff will analyze those needs to determine potential areas of expanded programming.

At its meeting on February 27, 2013, the Governing Board of the McLean Community Center approved a motion to pursue the renovation and expansion of the MCC's nearly 40 year old facility. The Capital Facilities Committee of the MCC Board engaged in a feasibility study from the firm Shaffer, Wilson, Sarver & Gray, P.C. to evaluate the renovation and expansion options. The firm presented three scenarios to the public at a series of "Milestone" meetings. The MCC Board approved the option which includes infilling the existing courtyard, expanding the southeast corner of the building, improving office and restroom spaces, adding parking, a new rehearsal hall space and other building enhancements (the "Project").

Moving forward, the MCC Board voted to utilize funds from MCC's Capital Project Reserve Fund of \$7.8 million to fund the Project, refine and develop the parameters and scope of the Project, engage project management team/company to advise and guide the MCC Board from the schematic design phase through the final construction, including the public hearing process and compliance with MCC's MOU, design the Project, permit the Project, and finally to build the Project.

The McLean Community Center supports the following County Vision Elements:



Maintaining Safe and Caring Communities



Creating a Culture of Engagement



Connecting People and Places



Building Livable Spaces



Exercising Corporate Stewardship

Fund 40060 McLean Community Center

Budget and Staff Resources

Category	FY 2013 Actual	FY 2014 Adopted	FY 2014 Revised	FY 2015 Advertised
FUNDING				
Expenditures:				
Personnel Services	\$2,755,077	\$2,988,123	\$3,016,488	\$2,965,354
Operating Expenses	2,134,711	2,525,126	2,601,257	2,450,191
Capital Equipment	0	51,500	115,334	0
Capital Projects	285,183	250,000	1,268,762	804,739
Total Expenditures	\$5,174,971	\$5,814,749	\$7,001,841	\$6,220,284
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	31 / 28.18	31 / 28.18	31 / 28.18	31 / 28.18

FY 2015 Funding Adjustments

The following funding adjustments from the FY 2014 Adopted Budget Plan are necessary to support the FY 2015 program.

- ◆ **Employee Compensation** **\$33,774**
 An increase of \$33,774 in Personnel Services reflects funding for a 1.29 percent market rate adjustment for all employees in FY 2015, effective July 2014.
- ◆ **Other Post-Employment Benefits** **(\$20,303)**
 A decrease of \$20,303 in Personnel Services reflects required adjustments associated with providing Other Post-Employment Benefits (OPEBs) to retirees, including the Retiree Health Benefits Subsidy. For more information on Other Post-Employment Benefits, please refer to Fund 73030, OPEB Trust Fund, in Volume 2 of the FY 2015 Advertised Budget Plan.
- ◆ **Program Adjustments** **(\$36,240)**
 A decrease of \$36,240 in Personnel Services is primarily associated with adjustments to non-merit salaries and youth programs.
- ◆ **Operating Expenses** **(\$74,935)**
 A decrease of \$74,935 in Operating Expenses is primarily associated with decreases in professional and consulting services, as well as decreases in maintenance and repair expenses.
- ◆ **Capital Projects** **\$804,739**
 Funding of \$804,739 is required including \$684,739 for the Project Management fee and preliminary planning fees of the MCC renovation, \$85,000 for the replacement of the carpeting in the McLean Community Center (MCC), and \$35,000 for the wood flooring in the rehearsal hall.

Fund 40060 McLean Community Center

Changes to FY 2014 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2014 Revised Budget Plan since passage of the FY 2014 Adopted Budget Plan. Included are all adjustments made as part of the FY 2013 Carryover Review, and all other approved changes through December 31, 2013:

- ◆ **Carryover Adjustments** **\$1,187,092**
 As part of the FY 2013 Carryover Review, the Board of Supervisors approved funding of \$1,187,092, including \$28,365 in Personnel Services for a one-time compensation adjustment of \$850 for merit employees paid in November 2013, \$295,965 in encumbered funding in Operating Expenses, \$787,762 in unexpended capital project balances, as well as an appropriation of \$75,000 from fund balance for the concept design and project scope for the McLean Community Center renovation and expansion.

Cost Centers

The three cost centers in Fund 40060, McLean Community Center, are: Administration, Facilities and Public Information; General Programs; and Teen Center. These distinct program areas work to fulfill the mission and carry out the key initiatives of the McLean Community Center.

Administration, Facilities and Public Information

The Administration, Facilities and Public Information Cost Center administers the facilities and programs of the McLean Community Center, assists residents and local planning groups' planning activities and provides information to citizens in order to facilitate their integration into the life of the community.

Category	FY 2013 Actual	FY 2014 Adopted	FY 2014 Revised	FY 2015 Advertised	
EXPENDITURES					
Total Expenditures	\$2,142,403	\$2,304,206	\$3,463,830	\$2,738,557	
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)					
Regular	16 / 13.88	16 / 13.88	16 / 13.88	16 / 13.88	
<u>Administration</u>		<u>Facilities</u>		<u>Public Information</u>	
1	Executive Director	1	Chief Building Maintenance Section	1	Communications Specialist II
1	Accountant II	1	Facility Attendant II	1	Communications Specialist I
2	Administrative Assistants V	5	Facility Attendants I, 5 PT		
2	Administrative Assistants III				
1	Administrative Assistant II				
TOTAL POSITIONS					
16 Positions / 13.88 FTE					

PT Denotes Part-Time Positions

Fund 40060 McLean Community Center

General Programs

The General Programs Cost Center provides programs and classes to McLean Community Center district residents of all ages in order to promote personal growth and sense of community involvement.

Category	FY 2013 Actual	FY 2014 Adopted	FY 2014 Revised	FY 2015 Advertised	
EXPENDITURES					
Total Expenditures	\$2,583,919	\$3,007,565	\$3,033,367	\$2,975,086	
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)					
Regular	14 / 13.3	14 / 13.3	14 / 13.3	14 / 13.3	
<hr/>					
<u>Instruction & Senior Adult Activities</u>		<u>Performing Arts</u>		<u>Youth Activities</u>	
1	Park/Recreation Specialist III	1	Theatrical Arts Director	1	Park/Recreation Specialist II
1	Park/Recreation Specialist I	1	Theatre Technical Director	1	Park/Recreation Specialist I
1	Administrative Assistant II, PT	1	Asst. Theatre Technical Director		
		1	Park/Recreation Specialist I		
		1	Administrative Assistant IV		
<u>Special Events</u>					
1	Park/Recreation Specialist II	1	Facility Attendant II		
1	Park/Recreation Specialist I	1	Facility Attendant I, PT		
<hr/>					
TOTAL POSITIONS					
14 Positions / 13.3 FTE					
PT Denotes Part-Time Positions					

Teen Center

The Teen Center Cost Center provides a facility for local youth in grades 7 through 12 to promote personal growth and provide a safe recreational and productive environment.

Category	FY 2013 Actual	FY 2014 Adopted	FY 2014 Revised	FY 2015 Advertised
EXPENDITURES				
Total Expenditures	\$448,649	\$502,978	\$504,644	\$506,641
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	1 / 1	1 / 1	1 / 1	1 / 1
<hr/>				
1	Park/Recreation Specialist I			
<hr/>				
TOTAL POSITIONS				
1 Position / 1.0 FTE				

Fund 40060

McLean Community Center

Key Performance Measures

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimate/Actual	FY 2014	FY 2015
Administration, Facilities and Public Information					
Percent change in patrons using the Center	(4.4%)	(6.3%)	(1.9%)/(10.1%)	10.0%	5.6%
General Programs					
Percent change in participation in classes and Senior Adult activities	0.1%	(14.1%)	(22.4%)/(23.0%)	31.2%	(22.9%)
Percent change in participation at Special Events	0.0%	(2.3%)	(18.4%)/(31.9%)	10.1%	19.4%
Percent change in participation at Performing Arts activities	(24.1%)	3.4%	2.7%/ 8.6%	9.2%	5.9%
Percent change in participation at Youth Activities	(73.0%)	(49.7%)	14.8%/ 17.5%	(3.4%)	(7.3%)
Teen Center					
Percent change in weekend patrons	62.2%	27.5%	(24.8%)/(32.3%)	55.4%	(32.4%)
Percent change in weekday patrons	4.6%	(24.7%)	36.5%/ 28.3%	(5.3%)	10.1%

A complete list of performance measures can be viewed at www.fairfaxcounty.gov/dmb/fy2015/advertised/pm/40060.pdf

Performance Measurement Results

The McLean Community Center (MCC) facilities play an important part in the greater McLean area by providing places for MCC to hold its programs, classes, and meetings; serving as the home for the McLean Project for the Arts and community arts groups; and offering meeting and event space for residents and community organizations. MCC also has ongoing capital projects aimed at keeping the Center in good order to support all uses.

The total number of patrons attending events at MCC shows a 10.1 percent decrease in FY 2013 in comparison to FY 2012, primarily associated with a reduction in offered classes based on demand, cancelled events and regulatory restrictions on overcrowding. More specifically, in FY 2013, there was a 23.0 percent decrease in participation in classes and Senior Adult activities. Special Events participation decreased by 31.9 percent as a result of the Senior Soirees being reduced from six to four events, the cancellation of the October Fest, moving MLK celebration to the Performing Arts Programs, and lower McLean Day attendance due to inclement weather. Performing Arts showed 8.6 percent increase in participation, due to MLK being moved from Special Events, the Free Weekday movies, Jazz Masters with John Eaton, and the Studio Rep monthly Improv nights. Youth Activities experienced a 17.5 percent increase in participation, a result of a mass e-mail campaign through Activenet, the registration system.

In FY 2013, the weekend number of participants decreased approximately 32 percent as the demand for rentals has decreased. Staff is actively researching ways to increase this participation. The number of patrons participating in Teen Center weekday activities increased by approximately 28 percent, primarily due to the improved quality of After School Programs.

Fund 40060 McLean Community Center

FUND STATEMENT

Fund 40060, McLean Community Center

	FY 2013 Actual	FY 2014 Adopted Budget Plan	FY 2014 Revised Budget Plan	FY 2015 Advertised Budget Plan
Beginning Balance	\$12,095,768	\$10,464,114	\$11,740,085	\$9,759,525
Revenue:				
Taxes	\$3,615,668	\$3,718,108	\$3,718,108	\$4,056,566
Interest	39,226	40,217	40,217	42,000
Rental Income	69,466	45,000	45,000	72,198
Instructional Fees	528,398	518,000	518,000	530,000
Performing Arts	91,963	150,320	150,320	140,415
Vending	0	300	300	0
Special Events	89,849	115,350	115,350	94,720
Theatre Rentals	0	0	0	0
Intergenerational Programs	195,354	152,151	152,151	124,000
Miscellaneous Income	7,737	20,000	20,000	9,960
Teen Center Income	24,591	105,870	105,870	103,400
Visual Arts	157,036	155,965	155,965	160,000
Total Revenue	\$4,819,288	\$5,021,281	\$5,021,281	\$5,333,259
Total Available	\$16,915,056	\$15,485,395	\$16,761,366	\$15,092,784
Expenditures:				
Personnel Services	\$2,755,077	\$2,988,123	\$3,016,488	\$2,965,354
Operating Expenses	2,134,711	2,525,126	2,601,257	2,450,191
Capital Equipment	0	51,500	115,334	0
Capital Projects	285,183	250,000	1,268,762	804,739
Total Expenditures	\$5,174,971	\$5,814,749	\$7,001,841	\$6,220,284
Total Disbursements	\$5,174,971	\$5,814,749	\$7,001,841	\$6,220,284
Ending Balance¹	\$11,740,085	\$9,670,646	\$9,759,525	\$8,872,500
Equipment Replacement Reserve ²	\$1,007,426	\$582,649	\$582,649	\$682,649
Capital Project Reserve ³	8,574,193	7,828,850	7,753,850	6,939,851
Operating Contingency Reserve ⁴	0	1,250,000	1,250,000	1,250,000
Technology Improvement Fund ⁵	200,000	0	0	0
Unreserved Balance	\$1,958,466	\$9,147	\$173,026	\$0
Tax Rate per \$100 of Assessed Value⁶	\$0.022	\$0.022	\$0.022	\$0.023

Fund 40060

McLean Community Center

¹ The Ending Balance fluctuates due to adjustments in revenues and expenditures, as well as carryover of balances each fiscal year.

² The Equipment Replacement Reserve has been established by the McLean Community Center Governing Board to set aside funding for future equipment purchases.

³ The Capital Project Reserve is set aside for the future expansion of the main facility and relocation or renovation of the Old Firehouse Teen Center, a satellite program of McLean Community Center, providing after school programs, activities, events and a summer camp program for middle-school-age students. It is anticipated that the funding in the Capital Project Reserve will be directed to the expansion and relocation plans.

⁴ The Operating Contingency Reserve has been established by the McLean Community Center Governing Board to set aside cash reserves for operations as a contingency for unanticipated expenses and fluctuations in the center's revenue stream.

⁵ In FY 2014, the McLean Community Center Governing Board eliminated the Technology Improvement fund.

⁶ Effective in FY 2015, the tax rate is adjusted to the rate of \$0.023 per \$100 of Assessed Value.

Fund 40060 McLean Community Center

FY 2015 Summary of Capital Projects

Fund 40060, McLean Community Center

Project #	Description	Total Project Estimate	FY 2013 Actual Expenditures	FY 2014 Revised Budget	FY 2015 Advertised Budget Plan
CC-000006	McLean Community Center Improvements	\$5,285,904	\$285,182.58	\$1,268,762.05	\$804,739
Total		\$5,285,904	\$285,182.58	\$1,268,762.05	\$804,739