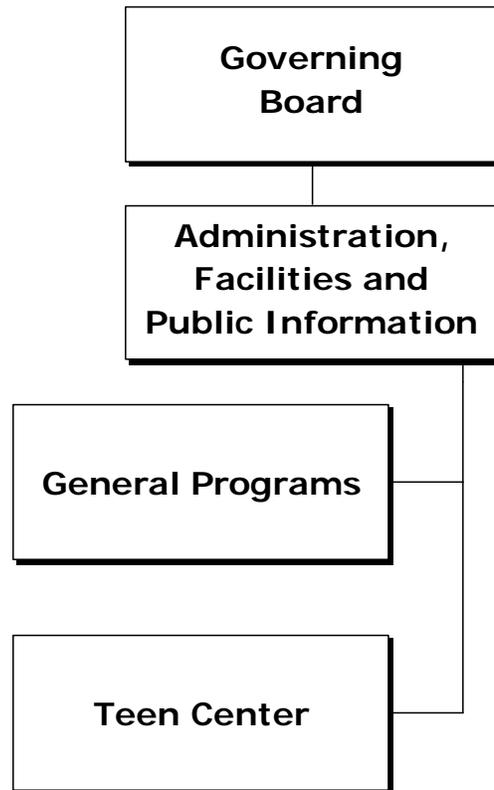


# Fund 40060 McLean Community Center



## 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, dance 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 arts theatre and symphony production. 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.



## Fund 40060 McLean Community Center

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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 2017 is anticipated to remain at \$0.023 per \$100 of assessed property value. Other revenue sources include program fees and interest on investments.

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.

**The McLean Community Center supports  
the following County Vision Elements:**



***Maintaining Safe and Caring Communities***



***Building Livable Spaces***



***Creating a Culture of Engagement***



***Exercising Corporate Stewardship***

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.

Moving forward, the MCC Board voted to utilize \$8.0 million in funds from MCC's Capital Project Reserve Fund in support of the Project. Funds will be utilized to refine and develop the parameters and scope of the Project, engage a 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 Memorandum of Understanding), design the Project, permit the Project, and finally to build the Project.

# Fund 40060

## McLean Community Center

### Budget and Staff Resources

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Revised	FY 2017 Advertised	FY 2017 Adopted
<b>FUNDING</b>					
Expenditures:					
Personnel Services	\$2,982,400	\$3,102,289	\$3,102,289	\$3,226,009	\$3,226,009
Operating Expenses	2,001,314	2,296,499	2,296,499	2,385,888	2,385,888
Capital Equipment	15,300	55,000	55,000	0	0
Capital Projects	328,969	1,783,161	2,606,679	3,179,749	3,179,749
<b>Total Expenditures</b>	<b>\$5,327,983</b>	<b>\$7,236,949</b>	<b>\$8,060,467</b>	<b>\$8,791,646</b>	<b>\$8,791,646</b>
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>					
Regular	31 / 28.18	31 / 28.18	31 / 28.18	31 / 28.18	31 / 28.18

### FY 2017 Funding Adjustments

The following funding adjustments from the FY 2016 Adopted Budget Plan are necessary to support the FY 2017 program. Included are all adjustments recommended by the County Executive that were approved by the Board of Supervisors, as well as any additional Board of Supervisors' actions, as approved in the adoption of the budget on April 26, 2016.

- ◆ **Employee Compensation** **\$79,030**  
 An increase of \$79,030 in Personnel Services includes \$38,339 for a 1.33 percent market rate adjustment (MRA) for all employees and \$40,691 for performance-based and longevity increases for non-uniformed merit employees, both effective July 2016.
- ◆ **Program Adjustments** **\$87,871**  
 An increase of \$87,871 in Personnel Services is primarily due to adjustments to non-merit salaries and associated fringe benefits for projected programs and activities anticipated in FY 2017.
- ◆ **Other Post-Employment Benefits** **(\$43,181)**  
 A decrease of \$43,181 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 2017 Adopted Budget Plan.
- ◆ **Operating Expenses** **\$89,389**  
 An increase of \$89,389 in Operating Expenses is primarily associated with increases in financial services, transportation services, recreation services, and printing and binding.
- ◆ **Capital Projects** **\$3,179,749**  
 Funding of \$3,179,749 is included for Capital Project requirements. Of this total \$2,659,749 is required to support various facets of the MCC renovation project; \$150,000 is included to support HVAC improvement in the MCC Alden Theatre; \$85,000 is required to replace carpet throughout the facility; \$35,000 to replace flooring in the Rehearsal Hall; and \$250,000 is required for the Alden Theatre rigging system.

# Fund 40060

## McLean Community Center

### Changes to FY 2016 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2016 Revised Budget Plan since passage of the FY 2016 Adopted Budget Plan. Included are all adjustments made as part of the FY 2015 Carryover Review, FY 2016 Third Quarter Review, and all other approved changes through April 30, 2016.

- ◆ **Carryover Adjustments** **\$823,518**  
 As part of the FY 2015 Carryover Review, the Board of Supervisors approved funding of \$823,518 for unexpended capital project balances primarily associated with the MCC renovation.

### Cost Centers

The cost centers in Fund 40060, McLean Community Center, are: Administration, Facilities and Public Information; Instruction Classes, Special Events, Performing arts, Youth Activities and Visual Arts 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 2015 Actual	FY 2016 Adopted	FY 2016 Revised	FY 2017 Advertised	FY 2017 Adopted
<b>EXPENDITURES</b>					
Total Expenditures	\$2,300,373	\$3,857,060	\$4,680,578	\$5,322,445	\$5,322,445
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>					
Regular	16 / 13.88	16 / 13.88	16 / 13.88	16 / 13.88	16 / 13.88
<hr/>					
<u>Administration</u>			<u>Facilities</u>		
1 Executive Director			1 Chief Building Maintenance Section		1 <u>Public Information</u>
1 Accountant II			1 Facility Attendant II		1 Communications Specialist II
2 Administrative Assistants V			5 Facility Attendants I, 5 PT		1 Communications Specialist I
2 Administrative Assistants IV					
1 Administrative Assistant II					
<hr/>					
<b>TOTAL POSITIONS</b>					
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 2015 Actual	FY 2016 Adopted	FY 2016 Revised	FY 2017 Advertised	FY 2017 Adopted
<b>EXPENDITURES</b>					
Total Expenditures	\$2,587,671	\$2,824,285	\$2,824,285	\$2,907,341	\$2,907,341
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>					
Regular	14 / 13.3	14 / 13.3	14 / 13.3	14 / 13.3	14 / 13.3
<u>Instruction &amp; 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		
<b>TOTAL POSITIONS</b>					
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 2015 Actual	FY 2016 Adopted	FY 2016 Revised	FY 2017 Advertised	FY 2017 Adopted
<b>EXPENDITURES</b>					
Total Expenditures	\$439,939	\$555,604	\$555,604	\$561,860	\$561,860
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>					
Regular	1 / 1	1 / 1	1 / 1	1 / 1	1 / 1
1 Park/Recreation Specialist I					
<b>TOTAL POSITIONS</b>					
1 Position / 1.0 FTE					

# Fund 40060 McLean Community Center

## Key Performance Measures

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2013 Actual	FY 2014 Actual	FY 2015 Estimate/Actual	FY 2016	FY 2017
<b>Administration, Facilities and Public Information</b>					
Percent change in patrons using the Center	(10.1%)	6.2%	3.1%/(4.6%)	0.4%	1.4%
<b>General Programs</b>					
Percent change in participation in classes and Senior Adult activities	(23.0%)	1.3%	2.2%/(5.8%)	2.7%	0.0%
Percent change in participation at Special Events	(31.9%)	7.0%	(2.5%)/6.8%	(13.2%)	15.2%
Percent change in participation at Performing Arts activities	8.6%	(10.5%)	22.5%/(0.8%)	16.0%	(9.0%)
Percent change in participation at Youth Activities	17.5%	(8.6%)	(22.7%)/(10.3%)	(21.3%)	25.8%
<b>Teen Center</b>					
Percent change in weekend patrons	(32.3%)	54.6%	(10.1%)/(26.9%)	23.1%	0.0%
Percent change in weekday patrons	28.3%	55.9%	1.0%/(22.2%)	(3.7%)	0.0%

A complete list of performance measures can be viewed at [www.fairfaxcounty.gov/dmb/fy2017/adopted/pm/40060.pdf](http://www.fairfaxcounty.gov/dmb/fy2017/adopted/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 has started the preliminary work for the \$8 million Renovation Project. There are other 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 4.6 percent decrease in FY 2015 in comparison to FY 2014, mainly due to cancellations, inclement weather and the Youth Camp starting a week later based on school closing for summer a week later than usual. FY 2015 Instructional and Senior Class Programs show a decrease of 5.8 percent from FY 2014. Special Events was up by 6.8 percent, due to the McLean Day having good weather and the Antique show and Craft show increasing participation due in part to increased promotion. Performing Arts showed 0.8 percent decrease due in part to lower attendance at the Youth, Community Arts programs and rental of the theatre. Youth Activities experienced a 10.3 percent decrease due to lower participation in the 5<sup>th</sup> and 6<sup>th</sup> grade dances and the delay in closing of schools for summer by one week.

In FY 2015, the Teen Center weekend patrons decreased by approximately 26.9 percent from FY 2014. The weekday activities patrons decreased by approximately 22.2 percent from FY 2014 to FY 2015. There were several community organizations who met at the Teen Center in FY 2014 that did not return in FY 2015. Inclement weather was also a contributing factor to the low attendance.

# Fund 40060 McLean Community Center

## FUND STATEMENT

### Fund 40060, McLean Community Center

	FY 2015 Actual	FY 2016 Adopted Budget Plan	FY 2016 Revised Budget Plan	FY 2017 Advertised Budget Plan	FY 2017 Adopted Budget Plan
<b>Beginning Balance</b>	\$10,423,147	\$9,127,341	\$10,441,982	\$7,774,657	\$7,774,657
Revenue:					
Taxes	\$4,182,923	\$4,056,566	\$4,056,566	\$4,393,481	\$4,393,481
Interest	11,445	12,000	12,000	12,000	12,000
Rental Income	74,477	74,333	74,333	83,100	83,100
Instructional Fees	503,614	564,068	564,068	535,600	535,600
Performing Arts	130,355	143,030	143,030	119,060	119,060
Vending	629	0	0	0	0
Special Events	96,392	99,720	99,720	115,000	115,000
Youth Programs	94,054	104,000	104,000	113,850	113,850
Miscellaneous Income	2,274	7,000	7,000	5,200	5,200
Teen Center Income <sup>1</sup>	108,847	172,425	172,425	215,000	215,000
Visual Arts	141,809	160,000	160,000	145,000	145,000
<b>Total Revenue</b>	\$5,346,818	\$5,393,142	\$5,393,142	\$5,737,291	\$5,737,291
<b>Total Available</b>	\$15,769,965	\$14,520,483	\$15,835,124	\$13,511,948	\$13,511,948
Expenditures:					
Personnel Services	\$2,982,400	\$3,102,289	\$3,102,289	\$3,226,009	\$3,226,009
Operating Expenses	2,001,314	2,296,499	2,296,499	2,385,888	2,385,888
Capital Equipment	15,300	55,000	55,000	0	0
Capital Projects	328,969	1,783,161	2,606,679	3,179,749	3,179,749
<b>Total Expenditures</b>	\$5,327,983	\$7,236,949	\$8,060,467	\$8,791,646	\$8,791,646
<b>Total Disbursements</b>	\$5,327,983	\$7,236,949	\$8,060,467	\$8,791,646	\$8,791,646
<b>Ending Balance<sup>2</sup></b>	\$10,441,982	\$7,283,534	\$7,774,657	\$4,720,302	\$4,720,302
Equipment Replacement Reserve <sup>3</sup>	\$267,341	\$107,863	\$107,863	\$114,746	\$114,746
Capital Project Reserve <sup>4</sup>	9,909,478	6,675,671	7,166,794	4,105,556	4,105,556
Operating Contingency Reserve <sup>5</sup>	265,163	500,000	500,000	500,000	500,000
<b>Unreserved Balance</b>	\$0	\$0	\$0	\$0	\$0
<b>Tax Rate per \$100 of Assessed Value</b>	\$0.023	\$0.023	\$0.023	\$0.023	\$0.023

<sup>1</sup> Increases in FY 2017 are due to a combination of program redesigns and additional facility improvements.

<sup>2</sup> The Ending Balance fluctuates due to adjustments in revenues and expenditures, as well as carryover of balances each fiscal year.

<sup>3</sup> The Equipment Replacement Reserve has been established by the McLean Community Center Governing Board to set aside funding for future equipment purchases. The FY 2017 Adopted Budget Plan is approved at 2 percent of total revenue.

<sup>4</sup> The Capital Project Reserve is primarily for the Renovation of the McLean Community Center (MCC). The MCC Board has authorized utilizing an amount of \$8.0 million over a multi-year period for the renovation. Of this total, an amount of approximately \$2.66 million is requested for expenditure in FY 2017. The Capital Project Reserve also funds other capital projects for MCC and the Old Fire House Teen Center.

<sup>5</sup> The Operating Contingency Reserve has been established by the MCC Governing Board to set aside cash reserves for operations as a contingency for unanticipated expenses and fluctuations in the center's revenue stream. The approved amount for FY 2017 is \$500,000.

# Fund 40060 McLean Community Center

## FY 2017 Summary of Capital Projects

### Fund 40060, McLean Community Center

<b>Project</b>	<b>Total Project Estimate</b>	<b>FY 2015 Actual Expenditures</b>	<b>FY 2016 Revised Budget</b>	<b>FY 2017 Advertised Budget Plan</b>	<b>FY 2017 Adopted Budget Plan</b>
McLean Community Center Improvements (CC-000006)	\$5,562,953	\$328,968.75	\$548,366.95	\$520,000	\$520,000
McLean Community Center Renovation (CC-000015)	4,718,061	0.00	2,058,312.00	2,659,749	2,659,749
<b>Total</b>	<b>\$10,281,014</b>	<b>\$328,968.75</b>	<b>\$2,606,678.95</b>	<b>\$3,179,749</b>	<b>\$3,179,749</b>