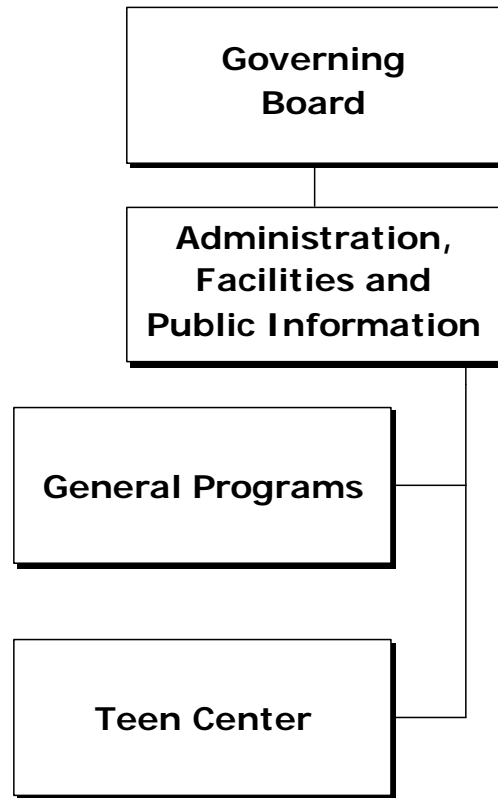


Fund 40060 McLean Community Center



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 an outdoor 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 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.



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 2018 will remain at \$0.023 per \$100 of assessed property value. Other revenue sources include program fees, rentals 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 to evaluate the renovation and expansion options. The firm presented three scenarios to the public at a series of "Milestone" meetings.

The MCC Board then voted to utilize funds approximately \$8 million from MCC's Capital Project Reserve for the Project; to refine and develop the parameters and scope of the project; to 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 MOU (Memorandum of Understanding); and to design, permit, and finally build the project.

Fund 40060 McLean Community Center

Budget and Staff Resources

| Category | FY 2016 Actual | FY 2017 Adopted | FY 2017 Revised | FY 2018 Advertised | FY 2018 Adopted |
|--|--------------------|--------------------|---------------------|-----------------------|--------------------|
| FUNDING | | | | | |
| Expenditures: | | | | | |
| Personnel Services | \$3,071,878 | \$3,226,009 | \$3,226,009 | \$3,256,251 | \$3,256,251 |
| Operating Expenses | 1,890,306 | 2,385,888 | 2,412,872 | 2,095,628 | 2,095,628 |
| Capital Equipment | 0 | 0 | 0 | 0 | 0 |
| Capital Projects | 479,822 | 3,179,749 | 8,175,053 | 0 | 0 |
| Total Expenditures | \$5,442,006 | \$8,791,646 | \$13,813,934 | \$5,351,879 | \$5,351,879 |
| AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE) | | | | | |
| Regular | 31 / 28.18 | 31 / 28.18 | 31 / 28.38 | 31 / 28.38 | 31 / 28.38 |

FY 2018 Funding Adjustments

The following funding adjustments from the FY 2017 Adopted Budget Plan are necessary to support the FY 2018 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 May 2, 2017.

- ◆ **Employee Compensation** **\$43,059**
 An increase of \$43,059 in Personnel Services is included for performance-based and longevity increases for non-uniformed merit employees effective July 2017.
- ◆ **Other Post-Employment Benefits** **\$1,615**
 An increase of \$1,615 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 2018 Adopted Budget Plan.
- ◆ **Budget Alignments Based on Actual Spending Trends** **(\$304,692)**
 A decrease of \$304,692 composed of \$14,432 in Personnel Services and \$290,260 in Operating Expenses. These adjustments are associated with budget alignments based on actual revenue and spending trends.
- ◆ **Capital Projects** **(\$3,179,749)**
 A decrease of \$3,179,749 in Capital Projects is associated with funding provided for the renovation of the McLean Community Center in FY 2017.

Fund 40060 McLean Community Center

Changes to FY 2017 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2017 Revised Budget Plan since passage of the FY 2017 Adopted Budget Plan. Included are all adjustments made as part of the FY 2016 Carryover Review, FY 2017 Third Quarter Review, and all other approved changes through April 30, 2017.

- ◆ **Carryover Adjustments** **\$5,022,288**
 As part of the FY 2016 Carryover Review, the Board of Supervisors approved an increase of \$5,022,288 due to encumbered carryover of \$26,984 in Operating Expenses for repairs, maintenance and professional contractual services, the carryover of unexpended project balances of \$1,677,542 and the appropriation of \$3,317,762 from the Capital Project Reserve primarily associated with the MCC Renovation Project.

Cost Centers

The cost centers in Fund 40060, McLean Community Center, are: Administration, Facilities and Public Information; General Activities comprising of instruction and senior adult activities, special events, performing arts, and youth activities; 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 groups' planning activities and provides information to residents in order to facilitate their integration into the life of the community.

| Category | FY 2016 Actual | FY 2017 Adopted | FY 2017 Revised | FY 2018 Advertised | FY 2018 Adopted |
|--|-------------------|--------------------|--------------------|-----------------------|--------------------|
| EXPENDITURES | | | | | |
| Total Expenditures | \$2,416,009 | \$5,322,445 | \$10,321,769 | \$2,295,835 | \$2,295,835 |
| AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE) | | | | | |
| Regular | 16 / 13.88 | 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 IV | | |
| 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 2016 Actual | FY 2017 Adopted | FY 2017 Revised | FY 2018 Advertised | FY 2018 Adopted |
|--|-------------------|--------------------|--------------------|-----------------------|--------------------|
| EXPENDITURES | | | | | |
| Total Expenditures | \$2,563,697 | \$2,907,341 | \$2,909,512 | \$2,492,980 | \$2,492,980 |
| AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE) | | | | | |
| Regular | 14 / 13.3 | 14 / 13.3 | 13 / 12.5 | 13 / 12.5 | 13 / 12.5 |

| <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 I |
| 1 Park/Recreation Specialist I | 1 Theatre Technical Director | |
| 1 Administrative Assistant II, PT | 1 Asst. Theatre Technical Director | |
| | 1 Park/Recreation Specialist I | |
| | 1 Administrative Assistant IV | |
| Special Events | | |
| 1 Park/Recreation Specialist II | 1 Facility Attendant II | |
| 1 Park/Recreation Specialist I | 1 Facility Attendant I, PT | |

TOTAL POSITIONS

13 Positions / 12.5 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 2016 Actual | FY 2017 Adopted | FY 2017 Revised | FY 2018 Advertised | FY 2018 Adopted |
|--|-------------------|--------------------|--------------------|-----------------------|--------------------|
| EXPENDITURES | | | | | |
| Total Expenditures | \$462,300 | \$561,860 | \$582,653 | \$563,064 | \$563,064 |
| AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE) | | | | | |
| Regular | 1 / 1 | 1 / 1 | 2 / 2 | 2 / 2 | 2 / 2 |

- 1 Park/Recreation Specialist II
- 1 Park/Recreation Specialist I

TOTAL POSITIONS

2 Positions / 2.0 FTE

Fund 40060 McLean Community Center

Key Performance Measures

| Indicator | Prior Year Actuals | | | Current Estimate | Future Estimate |
|--|--------------------|----------------|-------------------------|------------------|-----------------|
| | FY 2014 Actual | FY 2015 Actual | FY 2016 Estimate/Actual | FY 2017 | FY 2018 |
| Administration, Facilities and Public Information | | | | | |
| Percent change in patrons using the Center | 6.2% | (4.6%) | 0.4%/(17.8%) | 11.3% | (40.6%) |
| General Programs | | | | | |
| Percent change in participation in classes and Senior Adult activities | 1.3% | (5.8%) | 2.7%/0.3% | (7.0%) | (7.7%) |
| Percent change in participation at Special Events | 7.0% | 6.8% | (13.2%)/(39.6%) | 32.8% | 9.5% |
| Percent change in participation at Performing Arts activities | (10.5%) | (0.8%) | 16.0%/(9.3%) | 6.6% | (42.3%) |
| Percent change in participation at Youth Activities | (8.6%) | (10.3%) | (21.3%)/(11.1%) | 10.8% | (43.9%) |
| Teen Center | | | | | |
| Percent change in weekend patrons | 54.6% | (26.9%) | 23.1%/33.6% | (7.9%) | 0.0% |
| Percent change in weekday patrons | 55.9% | (22.2%) | (3.7%)/(32.6%) | 12.3% | 0.0% |

A complete list of performance measures can be viewed at www.fairfaxcounty.gov/dmb/fy2018/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 renovation work, with the Center scheduled to close for renovation early April, 2017 through September, 2018. During this period, the offices will be using rented space.

The total number of patrons attending events at MCC declined 17.8 percent in FY 2016 relative to FY 2015, mainly due to cancellations, associated with inclement weather. FY 2016 Instructional and Senior Class Programs showed a small increase of 0.3 percent over FY 2015 and participation in special events was down 39.6 percent, primarily due to bad weather on McLean Day. Performing Arts experienced a 9.3 percent decrease and Youth Activities experienced an 11.1 percent decrease due to moving the 5th and 6th grade dances to the Teen Center.

In FY 2016, the Teen Center weekend participants increased by 33.6 percent over FY 2015. This was mainly due to McLean Youth Orchestra's rental of the space for practices and performances. Weekday patrons decreased by 32.6 percent from FY 2015, largely reflecting the discontinuation of the Lewinsville Senior Center's (LSC) regular fitness classes during FY 2016, due to a renovation at that facility.

Fund 40060 McLean Community Center

FUND STATEMENT

Fund 40060, McLean Community Center

| | FY 2016 Actual | FY 2017 Adopted Budget Plan | FY 2017 Revised Budget Plan | FY 2018 Advertised Budget Plan | FY 2018 Adopted Budget Plan |
|---|-------------------|-----------------------------------|-----------------------------------|--------------------------------------|-----------------------------------|
| Beginning Balance | \$10,441,982 | \$7,774,657 | \$10,611,033 | \$2,534,390 | \$2,534,390 |
| Revenue: | | | | | |
| Taxes | \$4,381,848 | \$4,393,481 | \$4,393,481 | \$4,393,481 | \$4,393,481 |
| Interest | 33,182 | 12,000 | 12,000 | 25,000 | 25,000 |
| Rental Income | 94,228 | 83,100 | 83,100 | 18,000 | 18,000 |
| Instructional Fees | 490,318 | 535,600 | 535,600 | 380,093 | 380,093 |
| Performing Arts | 133,887 | 119,060 | 119,060 | 37,750 | 37,750 |
| Vending | 598 | 0 | 0 | 0 | 0 |
| Special Events | 69,874 | 115,000 | 115,000 | 79,125 | 79,125 |
| Youth Programs | 109,190 | 113,850 | 113,850 | 128,430 | 128,430 |
| Miscellaneous Income | 7,151 | 5,200 | 5,200 | 0 | 0 |
| Teen Center Income | 165,867 | 215,000 | 215,000 | 198,000 | 198,000 |
| Visual Arts | 124,914 | 145,000 | 145,000 | 92,000 | 92,000 |
| Total Revenue | \$5,611,057 | \$5,737,291 | \$5,737,291 | \$5,351,879 | \$5,351,879 |
| Total Available | \$16,053,039 | \$13,511,948 | \$16,348,324 | \$7,886,269 | \$7,886,269 |
| Expenditures: | | | | | |
| Personnel Services | \$3,071,878 | \$3,226,009 | \$3,226,009 | \$3,256,251 | \$3,256,251 |
| Operating Expenses | 1,890,306 | 2,385,888 | 2,412,872 | 2,095,628 | 2,095,628 |
| Capital Projects | 479,822 | 3,179,749 | 8,175,053 | 0 | 0 |
| Total Expenditures | \$5,442,006 | \$8,791,646 | \$13,813,934 | \$5,351,879 | \$5,351,879 |
| Total Disbursements | \$5,442,006 | \$8,791,646 | \$13,813,934 | \$5,351,879 | \$5,351,879 |
| Ending Balance¹ | \$10,611,033 | \$4,720,302 | \$2,534,390 | \$2,534,390 | \$2,534,390 |
| Equipment Replacement Reserve ² | \$111,422 | \$114,746 | \$114,746 | \$107,038 | \$107,038 |
| Capital Project Reserve ³ | 9,974,611 | 4,105,556 | 1,894,644 | 1,902,352 | 1,902,352 |
| Operating Contingency Reserve ⁴ | 525,000 | 500,000 | 525,000 | 525,000 | 525,000 |
| Unreserved Balance | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tax Rate per \$100 of Assessed Value | \$0.023 | \$0.023 | \$0.023 | \$0.023 | \$0.023 |

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 at 2 percent of total revenue.

³ 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. The Capital Project Reserve also funds other capital projects for MCC and the Old Fire House Teen Center.

⁴ 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 amount was increased to \$525,000 as part of the *FY 2016 Carryover Review*.

Fund 40060 McLean Community Center

FY 2018 Summary of Capital Projects

Fund 40060, McLean Community Center

| Project | Total Project Estimate | FY 2016 Actual Expenditures | FY 2017 Revised Budget | FY 2018 Advertised Budget Plan | FY 2018 Adopted Budget Plan |
|---|---------------------------------------|--|---------------------------------------|---|--|
| McLean Community Center Improvements (CC-000006) | \$4,724,578 | (\$145,948.00) | \$375,940.20 | \$0 | \$0 |
| McLean Community Center Renovation (CC-000015) | 8,424,882 | 625,769.55 | 7,799,112.79 | 0 | 0 |
| Total | \$13,149,460 | \$479,821.55 | \$8,175,052.99 | \$0 | \$0 |