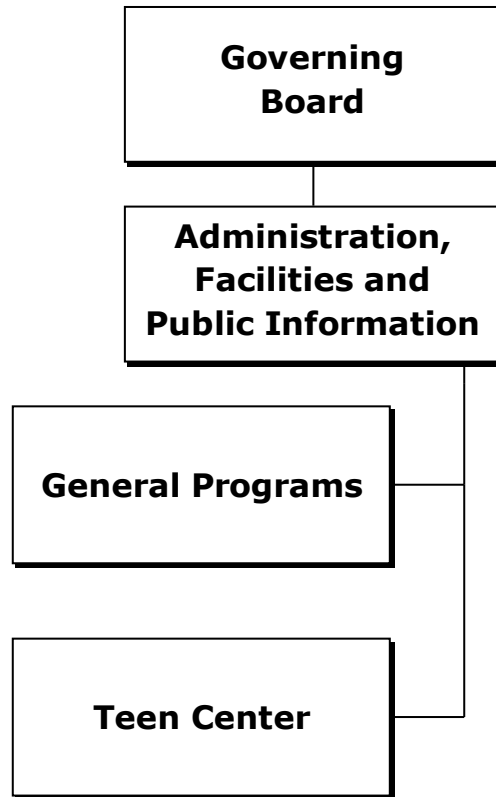


Fund 40060 McLean Community Center



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, music, art, dance and tours, for all ages at nominal fees. Special events and seasonal activities such as McLean Day, Fourth of July, Summer Camp, and outdoor concerts are held at MCC, local schools and parks. The Alden Theatre presents professional shows, films, entertainment for children, educational speaker sessions, community arts theatre and symphony productions. The Old Firehouse is a popular social and recreation center for teens 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 2020 will remain at \$0.023 per \$100 of assessed real property value. Other revenue sources include program fees, rental income 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.

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 Governing 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 and the MCC Governing Board subsequently voted to utilize \$8 million from MCC's Capital Project Reserve to fund the project, refine and develop the parameters and scope of the project, engage a project management team/company to advise and guide the Governing 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. The renovation of the facility was completed in January 2019.

**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

Fund 40060 McLean Community Center

Budget and Staff Resources

Category	FY 2018 Actual	FY 2019 Adopted	FY 2019 Revised	FY 2020 Advertised
FUNDING				
Expenditures:				
Personnel Services	\$3,101,558	\$3,405,598	\$3,405,598	\$3,690,310
Operating Expenses	1,886,530	2,208,481	2,249,858	2,448,790
Capital Projects	3,452,338	0	3,276,308	0
Total Expenditures	\$8,440,426	\$5,614,079	\$8,931,764	\$6,139,100
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	31 / 28.38	31 / 28.38	31 / 28.38	32 / 29.38

FY 2020 Funding Adjustments

The following funding adjustments from the FY 2019 Adopted Budget Plan are necessary to support the FY 2020 program.

- ◆ **Employee Compensation** **\$72,044**
 An increase of \$72,044 in Personnel Services includes \$31,264 for a 1.0 percent market rate adjustment (MRA) for all employees and \$40,780 for performance-based and longevity increases for non-uniformed merit employees, both effective July 2019.
- ◆ **Fringe Benefit Support** **\$45,000**
 An increase of \$45,000 in Personnel Services is required to support increased fringe benefit costs in FY 2020 on projected health insurance premiums and employer contributions to the retirement system.
- ◆ **Other Post-Employment Benefits** **\$8,574**
 An increase of \$8,574 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, in Volume 2 of the FY 2020 Advertised Budget Plan.
- ◆ **Programmatic Adjustments** **\$296,753**
 An increase of \$296,753 includes an increase of \$56,444 in Personnel Services and \$240,309 in Operating Expenses due to enhanced programming, one-time equipment purchases and increased maintenance costs as a result of the completion of the facility's renovation.
- ◆ **Position Adjustment** **\$102,650**
 An increase of \$102,650 and 1/1.0 FTE Communications Specialist I is included to support expanded programming and social media presence as a result of the completion of the facility's renovation.

Fund 40060

McLean Community Center

Changes to FY 2019 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2019 Revised Budget Plan since passage of the FY 2019 Adopted Budget Plan. Included are all adjustments made as part of the FY 2018 Carryover Review, and all other approved changes through December 31, 2018.

- ◆ **Carryover Adjustments** **\$3,789,822**
 As part of the FY 2018 Carryover Review, the Board of Supervisors approved funding of \$3,789,822 due to encumbered carryover of \$41,377 in Operating Expenses for program operations and the carryover of unexpended project balances of \$3,748,445.

Cost Centers

The cost centers in Fund 40060, McLean Community Center, are: Administration, Facilities and Public Information; General Programs comprising of instruction classes, special events, performing arts, visual 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

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 2018 Actual	FY 2019 Adopted	FY 2019 Revised	FY 2020 Advertised
EXPENDITURES				
Total Expenditures	\$5,552,046	\$2,292,712	\$5,593,065	\$2,262,604
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	16 / 13.88	16 / 13.88	16 / 13.88	17 / 14.88
<hr/>				
<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	2 Communications Specialists I (1)		
1 Administrative Assistant V	5 Facility Attendants I, 5 PT			
3 Administrative Assistants IV				
1 Administrative Assistant II				
TOTAL POSITIONS			() Denotes New Position	
17 Positions (1) / 14.88 FTE (1.0)			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 2018 Actual	FY 2019 Adopted	FY 2019 Revised	FY 2020 Advertised
EXPENDITURES				
Total Expenditures	\$2,295,519	\$2,764,322	\$2,778,675	\$3,209,122
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	13 / 12.5	13 / 12.5	13 / 12.5	13 / 12.5
<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 I	
1 Park/Recreation Specialist II		1 Theatre Technical Director		
1 Administrative Assistant II		1 Asst. Theatre Technical Director		
		1 Park/Recreation Specialist I		
		1 Administrative Assistant IV		
<u>Special Events</u>		1 Facility Attendant II		
1 Park/Recreation Specialist II		1 Facility Attendant I, PT		
1 Park/Recreation Specialist I				
<hr/>				
TOTAL POSITIONS				
13 Positions / 12.5 FTE	PT Denotes Part-Time Positions			

Teen Center

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

Category	FY 2018 Actual	FY 2019 Adopted	FY 2019 Revised	FY 2020 Advertised
EXPENDITURES				
Total Expenditures	\$592,861	\$557,045	\$560,024	\$667,374
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	2 / 2	2 / 2	2 / 2	2 / 2
<hr/>				
1 Park/Recreation Specialist II		1 Park/Recreation Specialist I		
<hr/>				
TOTAL POSITIONS				
2 Positions / 2.0 FTE				

Fund 40060

McLean Community Center

Key Performance Measures

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimate/Actual	FY 2019	FY 2020
Administration, Facilities and Public Information					
Percent change in patrons using the Center	(17.8%)	(7.3%)	(40.6%) / (53.9%)	81.8%	28.1%
General Programs					
Percent change in participation in classes and Senior Adult activities	0.3%	(21.6%)	(7.7%) / (30.2%)	83.2%	0.0%
Percent change in participation at Special Events	(39.6%)	18.0%	9.5% / (44.2%)	89.9%	0.6%
Percent change in participation at Performing Arts activities	(9.3%)	(18.3%)	(42.3%) / (69.8%)	106.5%	39.3%
Percent change in participation at Youth Activities	(11.1%)	8.7%	(43.9%) / (35%)	10.6%	27.6%
Teen Center					
Percent change in weekend patrons	33.6%	15.1%	0.0% / (13.1%)	21.3%	(7.9%)
Percent change in weekday patrons	(32.6%)	15.1%	0.0% / (13.1%)	21.3%	(7.9%)

A complete list of performance measures can be viewed at
<https://www.fairfaxcounty.gov/budget/fy-2020-advertised-performance-measures-pm>

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 underwent an \$8 million renovation project on April 3rd, 2017. The renovation completed on time and within the allotted budget, and the Center reopened to the public on January 5th, 2019. During the construction period, MCC's offices and programs were relocated to three locations within the McLean tax district.

FY 2018 was a full year outside of the MCC facility, due to the renovation. This affected patronage as well as conducting events in all departments. The total number of patrons attending events at MCC shows a 53.9 percent decrease in FY 2018 relative to FY 2017, mainly due to the relocation of all programs and rentals to the temporary locations. FY 2018 Instructional and Senior Class Programs decreased 30.2 percent from FY 2017, and FY 2018 Performing Arts decreased 69.8 percent due to the renovation of the facility. FY 2018 participation in special events also decreased 44.2 percent from FY 2017, and Youth Activities experienced a 35 percent decrease in attendance in FY 2018.

In FY 2018, both the Teen Center weekend and weekday participants decreased by 13.1 percent from FY 2017. The space was used by the Theatre for performances and additional classes.

Fund 40060 McLean Community Center

FUND STATEMENT

Fund 40060, McLean Community Center

	FY 2018 Actual	FY 2019 Adopted Budget Plan	FY 2019 Revised Budget Plan	FY 2020 Advertised Budget Plan
Beginning Balance	\$10,192,822	\$3,456,005	\$7,319,928	\$4,099,965
Revenue:				
Taxes	\$4,543,820	\$4,587,221	\$4,587,221	\$4,763,798
Interest	92,748	35,000	35,000	40,000
Rental Income	22,256	53,000	53,000	82,460
Instructional Fees	378,818	400,000	400,000	500,000
Performing Arts	13,201	132,805	132,805	138,420
Special Events	55,086	82,825	82,825	134,200
Youth Programs	141,134	121,525	121,525	135,117
Teen Center Income	180,653	190,000	190,000	190,000
Visual Arts	122,435	100,000	100,000	145,000
Miscellaneous Income	17,381	9,425	9,425	10,105
Total Revenue	\$5,567,532	\$5,711,801	\$5,711,801	\$6,139,100
Total Available	\$15,760,354	\$9,167,806	\$13,031,729	\$10,239,065
Expenditures:				
Personnel Services	\$3,101,558	\$3,405,598	\$3,405,598	\$3,690,310
Operating Expenses ¹	1,886,530	2,208,481	2,249,858	2,448,790
Capital Projects ¹	3,452,338	0	3,276,308	0
Total Expenditures	\$8,440,426	\$5,614,079	\$8,931,764	\$6,139,100
Total Disbursements	\$8,440,426	\$5,614,079	\$8,931,764	\$6,139,100
Ending Balance²	\$7,319,928	\$3,553,727	\$4,099,965	\$4,099,965
Equipment Replacement Reserve ³	\$111,351	\$114,236	\$114,236	\$122,782
Capital Project Reserve ⁴	6,683,577	2,914,491	3,460,729	3,452,183
Operating Contingency Reserve ⁵	525,000	525,000	525,000	525,000
Tax Rate per \$100 of Assessed Value	\$0.023	\$0.023	\$0.023	\$0.023

¹ In order to account for revenues and expenditures in the proper fiscal year, audit adjustments have been reflected as an increase of \$453,652.34 to FY 2018 expenditures to record expenditure accruals and earned interest in the appropriate fiscal year. This impacts the amount carried forward and results in a decrease of \$472,136.84 to FY 2019 expenditures. These audit adjustments were included in the FY 2018 Comprehensive Annual Financial Report (CAFR). Details of the audit adjustments will be included in the FY 2019 Third Quarter Package.

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

³ 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.

⁴ 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.

⁵ 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 2020 Summary of Capital Projects

Fund 40060, McLean Community Center

Project	Total Project Estimate	FY 2018 Actual Expenditures	FY 2019 Revised Budget	FY 2020 Advertised Budget Plan
McLean Community Center Improvements (CC-000006)	\$4,713,525	\$4,550.00	\$72,664.00	\$0
McLean Community Center Renovation (CC-000015)	8,041,652	3,447,788.08	3,203,643.77	0
Total	\$12,755,177	\$3,452,338.08	\$3,276,307.77	\$0