

Highlights: MCC Board Proposed Budget for Fiscal Year 2025 (7/1/24–6/30/25)



McLean
Community
Center

The Center of It All

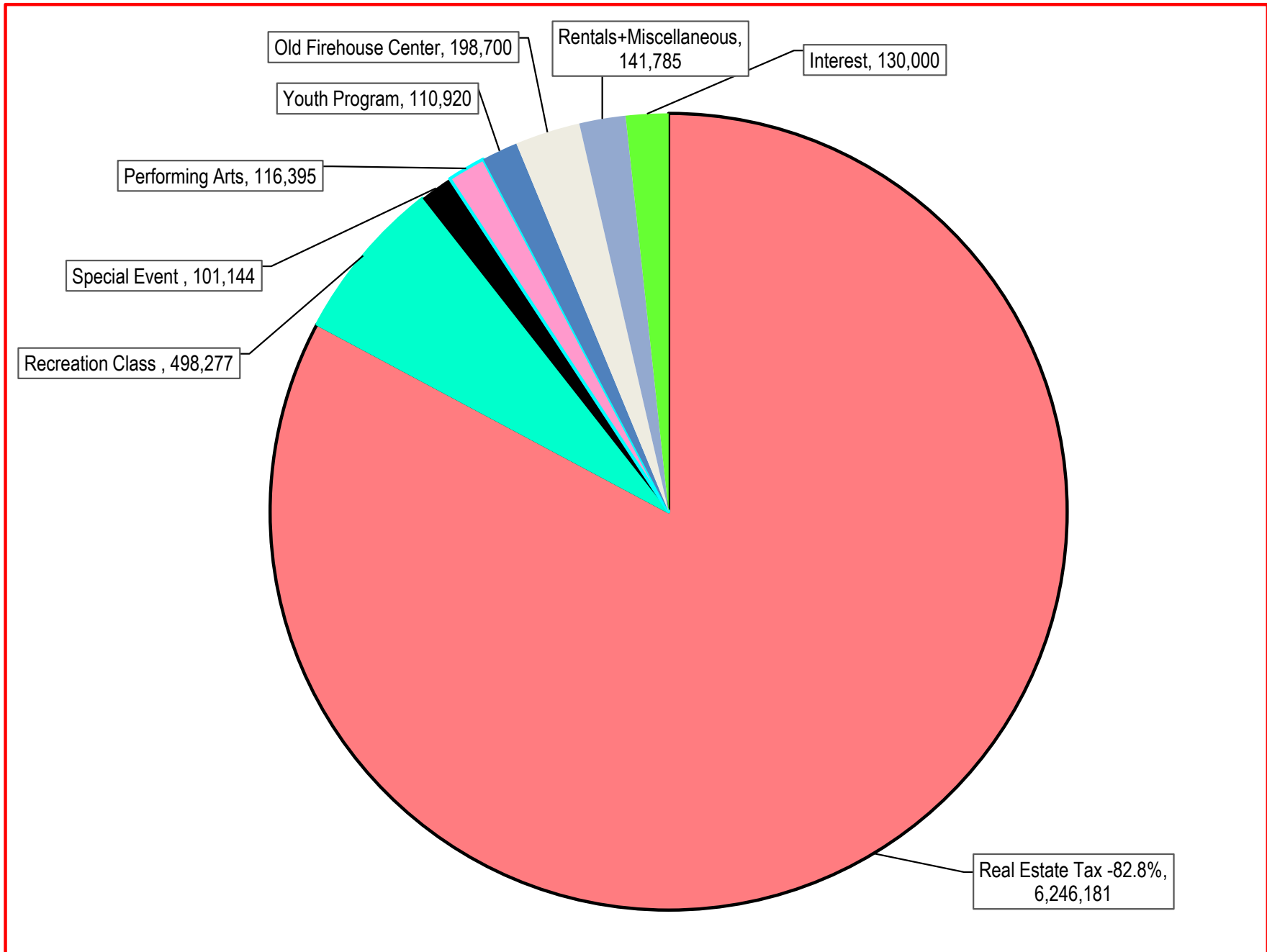
Prepared for MCC Finance Committee Meeting of the Whole

Wednesday, Sept. 06, 2023 at 6:30 p.m.

Executive Summary

- MCC maintains a strong history of financial stewardship. We have one of the lowest tax rates of our peer groups at 2.3c / \$100 of Assessed Values. This rate has been maintained since 2015. We propose to maintain the same rate for FY25.
- FY20 – FY22 were challenging years for MCC, as for the whole economy. COVID-19 affected the center's operations from March through June of FY21 and continued to impact FY22 with lower usage for safety. Recovery began in the second half of FY23.
- FY25 is budgeted to be a FULL year of normal operations. The registration for FY24 is picking up to pre-COVID operating levels prior and is expected to continue in FY25.
- FY25 Program Revenues are projected at \$1,167,221, a 11% increase over FY23.
- Total FY25 Revenues are projected to be \$7,543,402 a 9.5% growth over FY23.
- FY25 Expenses are projected to be \$8,304,621. This includes \$800,000 towards Capital Projects.
- The 50th Anniversary Budget of \$400,000 includes allocation of funds of \$95,000 in FY24, \$190,000 in FY25, and \$115,000 in FY26. This allocation of funds is for a one-time annual event and in addition to the operating budget. This presentation reflects FY24 and FY25 only.
- Visual Arts contribution towards the MPA Artfest is \$35,000.

FY25 Revenue



Financial Summary FY23-FY24-FY25

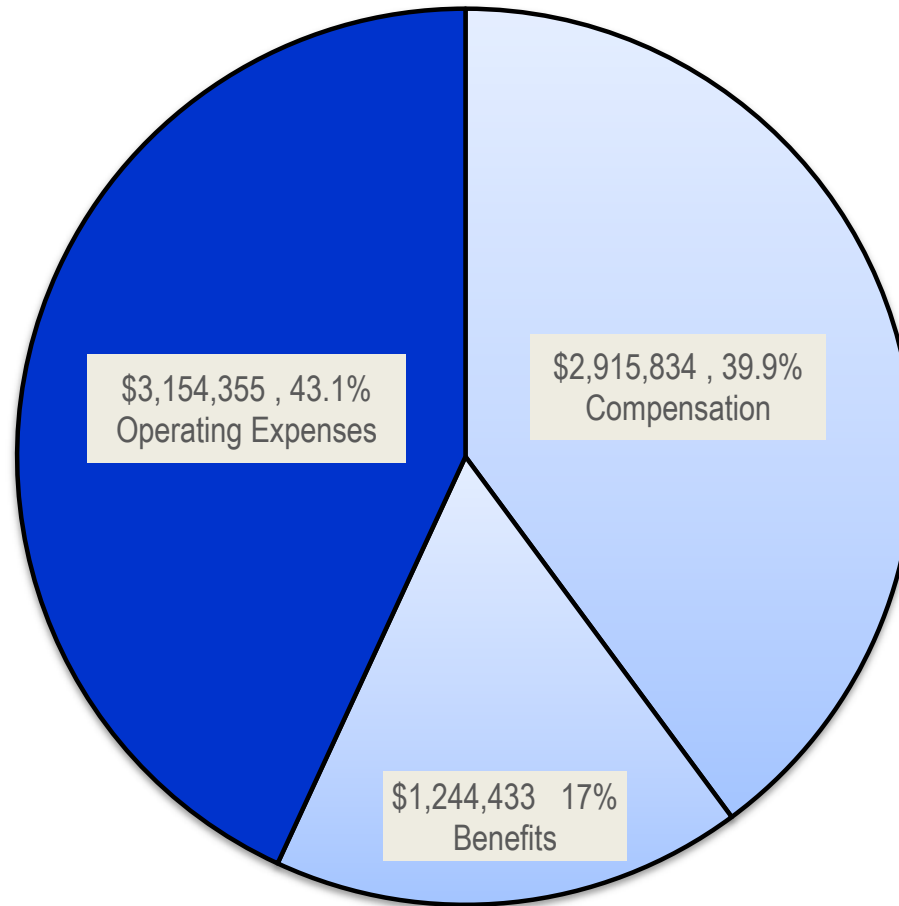
McLean Community Center

Financial Summary FY23-FY24 FY25 Preliminary Projections

	FY2023		FY2024		FY2025	
	Actuals		Adopted/ Advertised		Proposed	
Operating - REVENUE						
Real Estate Tax	5,705,134	82.8%	5,980,732	82.0%	6,246,181	82.8%
Interest on Investments	134,834	2.0%	20,000	0.3%	130,000	1.7%
Total Tax and Interest Revenue	5,839,968	84.8%	6,000,732	82.3%	6,376,181	84.5%
Recreational Class Fees- Instructional Programs	480,158	7.0%	532,723	7.3%	498,277	6.6%
Special Events	101,378	1.5%	96,500	1.3%	101,144	1.3%
Performing Arts - Theatre	96,073	1.4%	132,750	1.8%	116,395	1.5%
Youth Program Fees	94,217	1.4%	138,910	1.9%	110,920	1.5%
Old Firehouse Center Fees	152,812	2.2%	296,000	4.1%	198,700	2.6%
Net Program Revenue after Refunds & Discounts	924,638	13.4%	1,196,883	16.4%	1,025,436	13.6%
Miscellaneous (Facility, Perf Arts, OFC Rentals)	124,534	1.8%	97,500	1.3%	141,785	1.9%
TOTAL REVENUE	6,889,140	100.0%	7,295,115	100.0%	7,543,402	100.0%

This forecast is based upon reasonable assumption, given the current economic condition; however, it reflects only our best judgement at the present time and constitutes no representation or warrant of what the operating results will, in fact, be.

FY25 Expenses



■ Compensation 39.9 ■ Benefits 17.0 ■ Operating Expenses 43.1%

McLean Community Center
Financial Summary FY23-FY24 FY25 Preliminary Projections

	FY2023		FY2024		FY2025	
	Actuals		Adopted/ Advertised		Proposed	
Operating - Expenditure						
Administrative Services	1,078,231	17.3%	1,334,980	18.1%	1,330,860	17.7%
Facilities Services	708,399	11.4%	849,428	11.5%	810,505	10.8%
Public Information	616,039	9.9%	563,289	7.6%	713,717	9.5%
Support Expenditures	2,402,669	38.6%	2,747,697	37.2%	2,855,082	38.0%
Recreational Class - Instructional Programs	708,814	11.4%	850,797	11.5%	782,270	10.4%
Special Events	663,829	10.7%	755,007	10.2%	844,893	11.3%
Performing Arts- Theatre	1,468,397	23.6%	1,753,231	23.7%	1,692,372	22.6%
Youth Program	187,919	3.0%	366,772	5.0%	278,030	3.7%
Old Firehouse Center	777,767	12.5%	796,611	10.8%	826,975	11.0%
Visual Arts Activity	22,500	0.4%	25,000	0.3%	35,000	0.5%
50th Anniversary		0.0%	95,000	1.3%	190,000	2.5%
Program Expenditures	3,829,227	61.4%	4,642,418	62.8%	4,649,539	62.0%
Program + Support Expenditures	6,231,896	100.0%	7,390,115	100.0%	7,504,621	100.0%

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FY25

The Components Making Up the Revenues:

- Taxes projected at 2.3c per \$100 of Assessed Value \$6,286,181 82.8%
(Based on the 2023 adjusted assessed value of Dranesville district 1A)
- Program, Rental and Interest Revenues \$1,297,221 17.2%
FY25 Program Revenue is projected to be 10% higher than FY23.

Administration- Finance – Registration- Front Desk – IT

Total Budget \$1,330,860

Compensation & Benefits \$1,158,410

Operating Expenses \$172,450

Including Key Expenses:

Postage (Board Elections) \$20,000

PC Replacement - County \$40,000

Tech Infrastructure - County \$15,000

Telecom Usage Fees \$32,000

Telecom Equipment Fee - County \$17,000

Printing & Binding \$ 8,000

- Admin. Operating Expenses are 5.4% of Total Operating Expenses.

FY25

Administration Public Information Office

Total Budget	\$713,717
• Compensation & Benefits	\$ 458,707
• Operating Expenses	\$ 255,010
• Including Key Expenses:	
Postage	\$ 40,000
Printing	\$ 65,000
Contract Services	\$ 85,000
Comm. Media	\$ 50,000
Marketing	\$ 6,000

Admin PIO Operating Expenses are 8.09% of Total Operating Expenses

Facilities

Total Budget	\$810,505
• Comp. & Benefits	\$532,005
• Operating Expenses	\$278,500
• Including Key Expenses:	
Building Contracts	\$120,000
Other Repairs.	\$ 65,000
Electricity	\$ 60,000
Gas	\$ 15,000
Water	\$ 4,000
Refuse Disposal	\$ 8,000

Facility Operating Expenses are 8.8% of Total Operating Expenses

FY25

Instruction Classes

Program	FY25 Proposed Budget			
	Potential offerings	Attendees	Expenses	Revenue
AIM Dance	250	720	\$192,007	\$242,166
Body Moves Fitness	102	297	\$34,337	\$39,374
Dog Solve-Self Defense	10	64	\$5,949	\$3,259
FunFit	13	66	\$10,528	\$16,714
Joel Olson (Cooking)	116	53	\$39,535	\$43,541
Sports	15	32	\$3,624	\$4,060
Music Together	83	261	\$38,358	\$39,983
Fencing	16	43	\$9,271	\$12,644
Magnus Chess	7	109	\$36,973	\$45,900
SIA (Offered in Seasons) - 87 Members	336	2,976	\$10,167	\$3,352
Emily Weeks Fitness	10	184	\$2,693	\$3,087
CPR Class / Baby Sitting	16	-		
Mad Science	-	160	\$33,863	\$44,176
	-	-		
Operating Expenses			\$57,804	
Instructional Department TOTAL	973	4,965	\$475,108	\$498,258

Total Expenses \$782,270

Compensation
And Benefits \$ 306,915
Operating Expenses \$475,108

Key Expense Incl:

Supplies \$ 10,000
Finance Charges \$ 33,400
(Registration Fees)
Commercial Media \$ 5,000
Instructors Fees \$417,551
Printing \$ 3,900

Instruction expenses are
15.1% of Total Operating
Expenses.

FY25

Special Events

Program	FY25 Proposed		
	Attendees	Expenses	Revenue
July 4th	2,500	\$92,000	
Fall Garage Sale/Parking Lot	1,100	\$4,000	\$1,200
McLean Pet Fest	1,000	\$32,200	\$1,200
McLean 5K	500	\$11,600	
McLean Uncorked	250	\$20,500	\$3,600
Downtown Partner Block Party		\$20,000	
Winter Lights	1,200	\$21,150	
Antique Show- pass through to McDonald Fund	1,000	\$6,000	6000
McLean Holiday Craft Show	2,300	\$12,500	\$6,000
Earth Day	250	\$10,000	
Spring Garage Sale	800	\$4,000	\$1,200
McLean Day	10,000	\$233,250	\$87,944
Fiesta Del Sol		\$60,000	
Operating Expenses		\$14,450	
Total Expenses	20,900	\$541,650	\$101,144
50th Anniversary		\$ 190,000	
Total Expenses with 50th Anniv		\$731,650	

Total Expenses \$844,893

Compensation and Benefits \$303,250
Operating Expenses \$541,650

Key Expense Incl:

Postage \$ 9,300
Supplies \$ 28,000
Uniforms \$ 4,000
Printing \$ 13,500
Commercial Media \$ 29,230
Artist/Vendor Contracts \$261,000
Rental of Equipment \$155,500
Service Other Agencies \$16,300

Special Event Op. Expenses are 17.2% of Total Operating Expenses.

FY25

Performing Arts

Program	FY 25 Proposed			
	Attendees	Expenses	Revenue	# of events
Adult Series	2,300	\$166,500	\$51,500	10
Family Series	1,800	\$123,310	\$28,000	16
"Live"	300	\$25,645	\$6,350	1
Summer concerts/Outdoor adult shows	1,000	\$30,815	-	5
Outdoor family shows + Juneteenth artists	800	\$31,650	-	4
Martin Luther King Jr-Programs	250	\$53,630	\$5,650	1
Youth productions	571	\$36,385	\$4,700	28
UTP	1,105	\$22,895	-	76
Speakers and lectures	400	\$1,847	\$6,500	2
Classes	656	\$7,265	\$6,000	49
Macdonald Competition	154	\$7,425	\$600	5
Camp (Camp Shakespeare)	340	-	\$2,200	20
Movies	1,250	\$1,440	-	25
Community Arts	N/A	\$550	\$7,800	N/A
Rentals	1,250	\$500	\$2,480	9
Library Speakers	300	\$6,660	-	1
Chamber Music	300	\$19,560	\$1,500	5
Celebrations	600	\$37,440	\$3,500	5
Innovations	750	\$42,100	\$5,400	7
Overhead		\$208,328		
TOTALS	14,126	\$823,945	\$132,180	269
<i>Travel and Training</i>		\$31,406		
<i>One-time purchases of equipment</i>		\$41,200		
Grand Total		\$896,551		

Total Expenses: \$1,692,372

Compensation and Benefits \$795,821
 Operating Expenses \$896,551

Expense:

Postage \$27,850
 Equipment \$109,875
 Maintenance Repairs \$55,950
 Finance Charges \$18,325
 Commercial Media \$103,620
 Advertising Promotions \$12,300
 Transportation \$6,110
 Artists Fees \$438,090
 Meals \$10,630
 Equipment Rental \$21,300
 Training \$31,406
 Printing (Brochures etc.) \$41,842
 Professional Membership \$5,365

Perf Arts Op. Expenses are 28.4% of Total Operating Expenses.

FY25

Youth Programs

Program	FY 25 Proposed		
	Attendees	Expenses	Revenue
Harvest Happenings	725	\$11,714	\$500
Holiday Gingerbread Santa Event - Photoshoot/Cookie Decorating	120	\$4,287	\$2,000
Spring Fest	250	\$6,808	\$2000
Pop Up Community events- Touch a Truck	500	\$8,574	\$1,400
Parent/Child Dance	1200	\$3,675	
Youth Sub Total	3020	\$41,314	\$8,650
Camp McLean	288	\$63,850	\$102,270
Total	3,308	\$105,164	\$110,920

Total Expenses \$278,060

Compensation & Benefits \$172,866
Operating Expenses \$105,164

Key Expense Incl:

Supplies \$16,100
Uniforms \$ 4,200
Financial Services \$ 5,366
Commercial Media \$ 7,000
Transportation \$ 25,000
Vendor/Artists \$ 17,406
Meals \$ 5,300
Rental of Equipment \$ 2,660
Professional Training \$ 3,000
Service Other Agencies \$ 4,410
Rec Activities \$ 8,315

Youth Operating Expenses are 3.3% of Total Operating Expenses.

FY25

Old Firehouse Center

Program	FY 25 Proposed		
	Attendees	Expenses	Revenue
After School (ASP)	1,000	\$ 9,000	\$ 12,500
Family Events	2,000	\$ 63,305	\$ -
Friday Night Activities (FNA)	2,500	\$ 32,250	\$ 35,000
Break Trips (BT)	500	\$ 34,000	\$ 18,000
Rental WD (Facilities)	7,000		\$ 5,000
Rental WE (FAC)	6,000		\$ 50,000
OFC Camp (CAMP)	1,000	\$ 130,100	\$ 133,200
Facility Maintenance Expenses		\$ 126,020	
Total Expenses	20,000	\$ 394,675	\$ 253,700

OFC Operating Expenses are 12.5% of total Operating Expenses.

Total Expenses	\$826,975
Compensation & Benefits	\$432,300
Operating Expenses	\$394,675
Expense:	
Furniture Equipment	\$ 5,000
Building Mtn & Supplies	\$ 5,000
Supplies	\$ 36,300
Uniforms	\$ 3,000
Building Mtn. Contracts	\$ 23,000
Building Repairs	\$ 14,000
Financial Services	\$ 12,600
Commercial Media	\$ 20,000
Transportation	\$ 70,000
Vendor/Artists	\$ 20,000
Meals	\$ 40,500
Electricity	\$ 18,500
Water	\$ 1,000
Professional Training	\$ 5,500
Printing	\$ 7,000
Vehicle Expenses	\$ 6,000
Rec Activities	\$ 80,000

FY25

Old Firehouse Center Programs

After School Program

After School Program-2nd year into switch from 7-12 graders to 5-9 graders.

Break Trips

Break Trips (Teacher Workdays, Winter & Spring Break examples include: iFly, Regal/AMC Theaters, Summit Ropes, ICE at the Gaylord, Dave & Buster's, Hershey's Chocolate World, Ultimate Archery, Laser Tag, Ice Skating, VR Zone, Splatter Paint, Uptown Alley, Main Event, WISP Winter Adventure, Altitude Trampoline, Timeline Arcade, Indoor Waterpark, Go Karting, Paintball, iPlay America, Defy Trampoline

Friday Night Activities

Friday Night Activities (events only teens participate in): 5th and 6th grade dances, Friday Night Trips, HS events (Trips) Haunted House, Sporting Events, Zavazone, Laser Tag, Movie Theater (Parties) Monster Mash, Ugly Sweater, Snowball, St. Patty's, Luau

Family Events

Includes Old Firehouse Block Party, Festival of Frights/Trunk or Treat, Winter Block Party, Sensory Day, Family Bingo and Snack & Paint.

Summer Camp Trips

Examples include : Metro Richmond Zoo, Paddle Boarding, Dave & Buster's, Busch Gardens, Autobahn Speedway, Philadelphia Food Tour, Defy Trampoline, Kings Dominion, Skate Zone, Dole's Outpost, Treetop Zoofari, Funland Fairfax, White Water Rafting at WISP, Ultimate Archery, Speedworld, Ocean City, Uptown Alley, Regal/AMC Theaters, Urban Air, Catoctin Wildlife Preserve, Washington Nationals Baseball, Water County USA, Splatter Paint, Climbzone, Pedal Boating at National Harbor, Paintball, Tree Trekkers, Top Golf, Hershey Park, Medieval Times, Shadowland, Splashdown Waterpark, Magic Elm Skateland, Turkey Hill Factory, Richmond Food Tour, Pinstripes

Facility/Rentals is broken into different categories: facility numbers include the events hosted by OFC (Open Game Days, Open Game Nights, Mah Jongg Wednesdays), SPARC. Weekday rentals include any paid, partnership or 501(c)3 usage of the building Monday through Friday. Weekend rentals include any paid, partnership or 501(c)3 usage of the building Saturday and Sunday.

FY24 - FY25 - FY26 50th Anniversary Celebration

Event/Activity	Est. Date	FY24 Budget	FY25 Budget	FY26 Budget	TOTAL BUDGET	Strategic Goal
Community Picnic	Fall 2025		\$10,000	\$40,000	\$50,000	Welcome all of McLean & Its Global Community
Video	Spring 2025	\$25,000	\$25,000		\$50,000	Showcase Excellence
Timeline (website)	2025	\$10,000	\$15,000		\$25,000	Showcase Excellence
Community Art Project(s)	Spring 2025	\$50,000	\$80,000		\$130,000	Invite Discovery/Be Visible
Commemorative Plantings	Fall 2025			\$30,000	\$30,000	Model Sustainability & Good Stewardship
Time Capsule	Fall 2025			\$3,500	\$3,500	Welcome all of McLean & Its Global Community
Historical Lecture/Video Preview/Light Reception	Early Spring 2025		\$15,000	\$0	\$15,000	Welcome all of McLean & Its Global Community
Advertising/Marketing		\$10,000	\$20,000	\$15,000	\$45,000	Be Visible
Contingency			\$25,000	\$26,500	\$51,500	
Totals		\$95,000	\$190,000	\$115,000	\$400,000	

McLean Community Center

Capital Improvement Projects

Project Description	FY24 Budget	FY24 Revised-Carry Over	New Items Proposed for FY24	Final FY24 CIP	FY25 Proposed
THEATRE PROJECTS					
AV/IT/Dante Cat 6e Wiring Infrastructure Installation in Theatre Installation	\$150,000	\$221,567		\$221,567	
House Light/Worklight LED Renovation - Installation (Replacement)		\$250,000		\$250,000	
Theatre Chain Hoist System		\$22,000		\$22,000	
Railing Behind Theatre Seats		\$12,956		\$12,956	
Theatre Cyclorama motorized Roll Drop		\$30,000		\$30,000	
Replacement of Controllers for Dimmer Rack	\$20,500	\$20,500		\$20,500	
Total Theatre Projects	\$170,500	\$557,023	\$0	\$557,023	\$0

McLean Community Center					
Capital Improvement Projects					
Project Description	FY24 Budget	FY24 Revised-Carry Over	New Items Proposed for FY24	FY24 CIP	FY25 Proposed
MCC - OFC PROJECTS					
AV Upgrades/Projector - Old Firehouse			\$19,431	\$19,431	
ADA Upgrades - Old Firehouse				\$0	\$800,000
Sensory Room - Old Firehouse			\$50,000	\$50,000	
Stormwater Drainage Project			\$40,000	\$40,000	
McLean Central Park Playground - Community Investment			\$50,000	\$50,000	
Storage Sheds - 2 - Theatre and Sp Events		\$35,000		\$35,000	
Electric Vehicle Charging Stations		\$150,000	(\$150,000)	\$0	
Electric Supply Upgrade for Charging Stations		\$100,000	(\$100,000)	\$0	
MCC Energy Study			\$50,000	\$50,000	
Roof Above the Alden Stage		\$81,765		\$81,765	
Signage - MCC, OFC				\$25,000	
Digital Sign - McLean Central Park					TBD
Total MCC - OFTC Projects	\$0	\$366,765	(\$40,569)	\$351,196	\$800,000
Total Capital Expenses - Theatre + MCC Projects	\$170,500	\$923,788	(\$40,569)	\$908,219	\$800,000

Capital Projects Description

Theatre Projects – Carry-Over

- \$557,023 of carry-over project funding approved in prior years. Including Cat6e wiring, LED house/work light renovation, theatre hoist system, theatre seat railing, cyclorama motorized roll drop replacement, dimmer rack controller replacement. The majority of this work has to take place in the August timeframe when the theatre is dark and between seasons.

FY25 New request

- \$800,000 for essential ADA upgrades to Old Firehouse Bathrooms and Entrance. Request in process to Fairfax County BOS for partial support from FC FY23 General Fund Carry-Over Funds. If granted this allocation will be reduced.
- TBD – Digital Sign in McLean Central Park. Working with Fairfax County Park Authority to replace existing sign with digital sign.

FY24 Reallocation of Funds – results in (\$40,569) reduction in allocations.

- Energy Project reallocation - \$250,000 that was previously approved as placeholder to explore electric vehicle charging station being reduced to \$50,000 and reallocated to an overall MCC energy study. This placeholder allocation is not necessary to be considered in Fairfax County's study for EV station locations.
- \$40,000 – Stormwater Drainage project regrading of land and sidewalk on back side of MCC. (Fairfax County is funding the Ingleside portion of project).
- \$50,000 new allocation for Sensory Room at Old Firehouse.
- \$50,000 new allocation as a community investment in the McLean Central Park for enhanced playground as component of McLean Central Park renovation beginning in Fall 2023.

McLean Community Center
Financial Summary FY23-FY24 FY25 Preliminary Projections

	FY2023		FY2024		FY2025
	Actuals		Adopted/ Advertised		Proposed
FUND STATEMENT					
Tax Rate per \$100 of Assessed Value	2.3C		2.3C		2.3C
Beginning MCC General Fund Balance	6,564,243		7,022,923		6,019,704
Total Revenue	6,889,103		7,295,115		7,543,402
Total Operating Expenditures	(6,231,896)		(7,295,115)		(7,314,621)
Net Surplus (Shortfall) from Operations	657,207		(0)		228,781
Less: 50th Anniversary	0		(95,000)		(190,000)
Less :Capital Expenses	(198,527)		(908,219)		(800,000)
Net Surplus/(Shortfall)(incl. Capitals)	458,680		(1,003,219)		(761,219)
MCC General Fund Balance	7,022,923		6,019,704		5,258,485
Annual Capital Equipment					
Capital Improvement Reserve Fund	6,022,923		5,019,704		4,258,485
Operating Contingency Reserve	1,000,000		1,000,000		1,000,000
Total Fund Balance	7,022,923		6,019,704		5,258,485

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

The Capital Project Reserve is primarily for Capital Improvements at the McLean Community Center (MCC). and the OFC.

The Operating Contingency Reserve was established by the 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 \$1,000,000 effective in FY 2023. Fy24,Fy25 and FY26 have funds allocated for the 50th Anniversary.

This forecast is based upon reasonable assumption, given the current economic conditions; however, it reflects only our best judgement at the present time and constitutes no representation or warrant of what the operating results will, in fact, be.

FY25 Budget - Expenditures

- Operating Expenses represent the expenses used to operate MCC on an annual basis. They include regular costs such as, facility maintenance, utilities, instructor fees, theatre productions and expenses associated with events like July 4th and McLean Day. The funding for operating expenses is budgeted and approved for a single fiscal year.
- Personnel Expenses include salary compensation, taxes and benefits, such as health, retirement and workman's compensation.
- Capital Expenses are funds used to buy, replace and improve large items like air conditioning units, the Alden sound system, and projects like the planned renovation of the MCC and Old Firehouse facilities. These expenses are budgeted to be spent either in a single fiscal year or, sometimes to be spent across multiple years. An unfinished capital project can have its funding moved to the next fiscal year if this is deemed necessary to complete the purchase/work.

FY25 Budget - Taxes

- Tax Revenues = Total Tax Assessment of Properties in MCC Tax District multiplied by tax rate.
 - Example: For a house assessed at \$1,000,000, MCC tax assessment at 2.3¢ per \$100 would be \$230 per year.
- MCC uses FY23 tax assessment projections, provided by the County, for FY 2025 tax calculations.
- Actual Assessments for FY25 will not be announced until Feb. 2024.
- As a result, the tax revenue for FY 2025 is a projection.

Notes:

The Contingency Fund Reserve is to be maintained at \$1,000,000 effective FY21 third Quarter.

Assessed Value of Properties in Small District 1A

Residential Base - \$25,923,706,710

Non-Residential Base - \$1,233,603,460

2023 Tax Base - \$27,157,310,170

Total Households 18,310

Average value of household \$1,373,966

Tax paid by each household at .23C per \$100 = \$316 per year.

Other Considerations

- Other considerations?