
**2021-2022 MCC Governing Board
Finance Committee
MEETING OF THE WHOLE
September 8, 2021 – 6:30 p.m.**

MINUTES

- Board Members Present:** *in-person (ALL):* Shivani Saboo; Max Blacksten; Bill Glikbarg; Melanie Sletten; Suzanne Le Menestrel; Maria Foderaro-Guertin; Barbara Zamora-Appel; Rasheq Rahman; Ivy Chen; Carla Post; Lisa Mariam
- MCC Staff Present:** Daniel Singh, Executive Director; Ashok Karra, Comptroller; Holly Novak
- Guests:** Christopher Henzel; Camila Alfonzo Meza (Supervisor Foust's office); Paul Kohlenberger; Deb Bissen (MPA); Bill Denk
**All speakers were verified as being Small District 1A-Dranesville residents.*

CONVENE MEETING

MCC Governing Board Treasurer Shivani Saboo (Chair of Finance Committee) convened a "Meeting of the Whole" of the Governing Board of the McLean Community Center on September 8, 2021, at 6:34 p.m.

APPROVE AGENDA No changes were suggested to the Agenda; it was adopted by acclamation.

REVIEW FY2023 BUDGET PROPOSAL **Comptroller Karra presented the proposed FY23 Budget (PowerPoint slides).*

MCC Finance Committee has previously reviewed the intricacies of the budget for FY23 and now this is a general overview. It will be presented on September 22 at a Public Hearing; this coming week and will be posted on MCC's website for the public to view (beginning on September 15). The public may attend on September 22 if they have further questions.

Executive Summary: Since 2015, MCC has maintained a real estate tax rate of \$2.3c per \$100 of assessed value. This calculation has been a good foundation for MCC and we have been very successful maintaining that. The last six years have been challenging: FY17, FY18, FY19 – renovation. At the start of FY20, unfortunately, the COVID-19 pandemic hit: three months of FY19, and all of FY20 and FY21 have been in COVID-19. Therefore, our budgeting has been a bit tricky: FY20 and FY21 were challenging years. In FY21, MCC was lower in revenues by \$929K; but we also saved \$1M because of containing expenses. In FY22 we face lesser COVID-19 restrictions; programs and events are picking up in registrations. Alternative (virtual) and innovative programs are being offered in all departments. FY22 is proposed as a full budget normal year. MCC must follow Virginia state and Fairfax County public health guidelines. FY23 starts next July – proposed as a full normal year of Operations - hopefully! This budget presentation shows a zero-balance budget for FY23 – assuming that Operations will be in normal conditions for the full year FY23.

McLean Project for the Arts (MPA) is continuing to register in their own system. Their registration income was formerly a significant part of MCC's budget.

The real estate tax rate will remain \$2.3c per \$100 assessed value in FY22 and FY23.

REVENUES: In FY23, real estate tax revenues are 82.8% of MCC revenue; the balance (17.2%) comes from programs/rentals. Interest = .3% (\$20K)

Question: I keep hearing news that value of homes has gone up significantly in Small District 1A-Dranesville. Therefore, has revenue gone up for MCC?

Yes. From FY21 to FY22, our tax district's assessed values rose to \$23 billion; that positively affects the real estate taxes MCC collects. In terms of assessed values, yes - they have gone up tremendously. In February 2022, we will find out the assessed values for FY23 and will revise our revenues from taxes; then you will see the increase.

Various categories of revenue: Interest = .3% (\$20K) Recreational/Instruction fees: 389 classes = \$467,300; Special Events (14 events proposed for FY23) \$53,400. We are all hoping McLean Day will be a success again! Performing Arts: We base our projected artist programs on surveys and feedback from customers. We are concentrating on things the public has requested (169 events – revenue of \$114,550). Youth Events: \$12,600 revenue; Youth programs (Camp McLean and Youth Dept. programs): \$139K total. We hope to have full capacity of camp registration: 260 participants. OFC – projected attendance is 16,000 participants for FY23. OFC revenue is expected to be about \$228K including rental income of \$16K. Miscellaneous (Rentals): for all available rooms at MCC (\$89,000) and Alden Theatre. Visual Arts (0) – because MPA is not running it through our system anymore.

EXPENSES: 3 big components – MCC will spend: 1. Compensation (\$2,589,000 = 40.7%); 2. Benefits (\$1,108,000 = 17.4%); 3. Operating expenses (\$2,669,000 = 41.9%). “Operating expenses” are what we do for all departments to hold their events and conduct classes. Breakdown of Operating expenses: \$974K for administrative services (Compensation; Benefits; Operating expenses for all departments); Facilities services (\$864K) - building; electricity; maintenance, HVAC. Public Information services (PIO office) – advertising; social media; Recreation Classes – what we pay for the instructors and advertising; Special Events – \$633K for all throughout the year. Youth Programs (includes Camp McLean, which generates good revenue base) - \$353K. OFC – \$696K for all the programs we run there. Visual Arts = \$25K towards MPA ArtFest that MCC contributes to. Performing Arts – big-ticket items (maintaining the theater + running 169 performance programs) = \$1.5M expense.

Question: Does that [“Facilities”] include addressing the floodwater problem we've had here at MCC?

Yes – any repairs and water remediation that we must do goes into “Repairs/Maintenance.” We also have actual contracts for landscaping, pest control – those are part of maintaining MCC “Facilities.”

Overall expenses are \$6.367M (which is the same as the Revenue).

Question: Regarding Performing Arts expenses – there has been a lot of talk about having an amphitheater? Are you calculating any expenses associated with that in this FY23 budget proposal?

No – we don't know when the amphitheater will be built; and we have no idea how to propose that. This whole budget is built on what is actually happening. We are only budgeting for what is planned here in The Alden Theatre.

Question: So, it's experience-based, not 'projected?' Correct.

GLOSSARY OF TERMS: *clarification by Executive Director Singh These are the buckets we are using right now to have a framework for all the departments to work together (until we have a formal strategic plan):

Branding/visibility: making sure MCC is heard and recognized for the work that we do. People still think concerts are put on by FCPA! Our Commitment to diversity (both from the MCC Governing Board and MCC staff);

Building and engaging community (finding ways to partner with Safe Community Coalition, ArtsFairfax; connections with other partners). Facilities (maximize the lifespan of the MCC and OFC buildings + maximize use of the facility. We would love for it to be open from 6 a.m. to 12 midnight and have people using it every day:

How do we “stack” staff and create programs to keep the facilities open as much as possible? Responsive programming – to meet emerging needs (such as assisting the community in summer storms). Regional destination: until recently MCC was focusing on our very close geographic area (but that limits our press exposure). We are

trying to get MCC's branding visibility up and have a broader reach for media (regionally). Capacity building – making sure to have things in place for future growth (such as the amphitheater); using our back yard areas for projections or movie nights. Intersectional programming – building all departments together (not siloed): we wanted to find a way to coordinate and bring all of that together. Innovation – figuring out a place to commission new works or bring instructors to address a topic or stand up a robotics team for youth. Recovery (this year and possibly next year) – to figure out how to address what the post-pandemic needs are in the community and how to help people. PetFest – this year, we are trying to think about how people used pets as a way to cope during the pandemic. How do we build that aspect? Sustainability – looking at how we can embed it in our facilities, campus, and programming. For “Touch a Truck” event, we are bringing in the Fairfax County DPW recycling truck (as a demo of what the county is doing). Also installing EV charging stations, solar panels, pollinator garden; cutting down on our printing; offering QR codes for Alden Theatre programs. We are looking at sustainability across all MCC offerings: installing additional water stations; swag is being ordered (no plastic bottles in future meeting). Local focus – taking a close look at how we are supporting local artists in MCC space, including proposals for CapitalOne – local artists for whomever we bring there. **We are not going to hit every category every year. Our goal is, in a 3-year term of the Governing Board, to give enough focus to each category in a 3-year cycle. We don't have enough capacity to do everything in one year.**

MCC programs fitting into these thematic buckets:

Alden Theatre: Their ask was about \$500K+ for their programming expenses: 17.8% meets the Diversity anchor; Building and engaging community = 33%; Responsive Programming = 1.6% (but that will probably go up); Regional destination = 29.9%; Innovation = we've set aside 7.2% (for new commissions - intersectional; diversity; sustainability). Recovery = 6.6% (mental health; wellness); Local artist support = 3.2% of the proposed budget. Programming (including OFC, Classes, Special Events; Youth Events): Branding/visibility = 6%; Diversity = 6%; Building community is really the biggest focus of our classes, McLean Day, and July 4). Programs dept. is heavily-focused on “building community.” Facilities = about 10%; Responsive = 1%; Regional Destination – 2.2%; Capacity Building = 1%; Intersectional programming = 11.6% (having all departments working on programming together); Innovation = 1.9%; Sustainability/environmental issues = 1.25% (Earth Day – 2 events); Local Focus = 7% of the offerings.

Question: Looking at Alden Theatre, each item shown is in one primary category (although it crosses other categories).

Sustainability has “0”... but I know you are doing more things on ‘sustainability?’

Clarification by Executive Director Singh: I wanted staff to specify where to count the numbers, so that we are not double-counting. But most of their work is cross-disciplinary; the staff are working in multiple ways. We want to do that as much as possible to try to touch as many of these topics as possible.

Question: Have you set certain targets for different bucket areas?

Clarification by Executive Director Singh: We haven't yet; but hopefully, we can get there. Right now, we have this first step. It's not a numeric target - but in a 3-year cycle, I want to have each bucket have a certain percentage of programming. We haven't figured out what that will actually look like.

Question: I really like this framework. I was just curious across all the different areas shown - if everyone is trying to achieve the same general percentage of programming in a certain area?

Opinion expressed: When you do the strategic planning and determine what are the most material issues, then we can assign percentages based on that. I think that's what we really must focus on.

Clarification by Executive Director Singh: The strategic plan vendor proposal is still going through the Fairfax County processes, so I don't want to commit to anything yet.

Clarification by Comptroller Karra: The major EXPENSES for each department are: 1. Compensation/benefits: Admin. Dept.: Compensation/benefits: \$833K; Operating expenses: \$141K; consistent with previous years - PC

replacements (\$38K); telecom services (\$28K) telecom charge-back (\$17K); DIT infrastructure (\$15K). PIO office: Compensation/benefits: \$343K; Operating expenses: \$165K – postage for mailing Program Guides and postcards website maintenance & support is \$35K. We must cater to changing technology; things are getting obsolete and there are concerns with MCC's website. We will have to revisit that in FY22 and probably do something in FY23.

Question: The printing costs shown were reduced based on our vote at the last meeting, correct? [Special Called Meeting –Sept. 2]

Clarification by Comptroller Karra: Yes – the total bill of four Program Guide printing +postcards – I cut that to 30%. In FY23, we will decide how to make that happen. \$42K is the new number after the 30% reduction.

Explanation of breakdown: Facilities: Compensation/benefits (Rec. Aides) - \$539K; Operating expenses - \$325K. The major expense categories are: Building/Maintenance - \$110K; other repairs - \$75K; utilities - \$77K; Pollinator Garden (part of Operating expenses) - \$43K is set aside. Instruction: Compensation/benefits - \$349K; Operating expenses - \$422K; a major portion of Operating Expenses is paying out to instructors for all the classes that they conduct (\$361K; 77% of revenue); financial services is for registration done online (we have to pay 5% of transactions on credit card commissions as well as service charges) – about \$36K. Instructional media: \$12K; printing & binding - \$3K. Special Events: Compensation/benefits - \$270K; Operating expenses - \$364K. Adjustments have been projected for McLean Day and additional events are being conducted in FY23. Contract services – \$173K, which includes contracts with people who conduct the events; Rental equipment (tents, porta-johns) - \$98K. Services of other agencies: interdepartmental charges (police; FCPA rental) - \$16K. There are a total of 14 events scheduled for FY23. Performing Arts: Compensation/benefits - \$731K; Operating expenses - \$809K. Contracts for all performing arts is \$417K (169 scheduled events in Performing Arts in FY23).

Programming is based on a full normal year. We expect FY23 to be a full normal year with no shortfalls! Equipment/supplies for artists & one-time purchases - \$85K: this includes lights in theater, lift maintenance, maintenance of pianos. Commercial media for Alden Theatre: making sure that all programs are advertised well in time: postage - \$13K; commissioned media - \$114K; printing of media is \$36K (This is the reduced portion of it). Equipment rental - \$25K; maintenance and repairs - \$37K. They have a separate line-item for Alden Theatre maintenance because everything is very costly to repair and maintain. It is their (Technical crew) responsibility to maintain that. Youth events: Compensation/benefits - \$243K; Operating expenses - \$110K; 7 events + Camp McLean. OFC: Compensation/benefits - \$385K; Operating expenses - \$312; projected attendance is expected to be 16,000 participants for the year.

MPA *detailed discussion about MPA's footprint

Visual arts – this in relationship to the local community. MPA occupies our building upstairs. The amount of “in-kind” that we give to MPA is about \$240K - toward the space MCC provides to MPA. This is based on a calculation of 4,342 sq. feet of space that MPA's occupies; rent calculation - \$40.52/sq. foot; real estate taxes/insurance/maintenance: \$10.50; utilities - \$1.00 = TOTAL of \$52.02 per square foot. This is an estimated cost based prior to the renovation (in FY16 or FY17 when we had to do a calculation of what it would cost for MPA to move out). The most recent number is probably much greater now than what it was then.

Question: When this goes public, can you make sure to add the words “in-kind” on the second bullet? Yes – I will add that note.

Question: I'm confused by 'rent at so much per square foot'? Is that rent that MPA pays us? Or is that MCC's expenses to run it?

Clarification by Comptroller Karra: No – it's an estimate of what it would cost MPA if they were to pay the rent. So basically, MPA is getting this from MCC at no cost. But this addresses the point: Yes – MCC does provide something for the local community.

Question: So, what we are saying is that MCC provides MPA \$52.02 per square foot for their presence in the facility...

Yes – plus utilities... and all of that.

Question: So, if I understand you correctly, you don't we don't charge for McLean Project for the Arts?

Correct. We don't charge MPA anything now (not even utilities; nothing). But... on the other hand, we do get 1/3

of their profits for all the classes MPA conducts because we used to run their registration system through MCC. One-third of their profit is what we collect (33%): about \$3,000 or \$4,000 per year.

Opinion expressed: It might be helpful to disclose that on this chart – so that the public knows such. I didn't even know that until just now!

Comment by Comptroller Karra: It's part of the MOU – it has been on there for a while! What we give to MPA for ArtFest is \$25K. But then MPA calculates all the classes that they run through, and also credit card fees... and they come up with a certain number; they give MCC 33% of that revenue.

CAPITAL IMPROVEMENT PROJECTS:

We moved several projects from FY21 to FY22 (\$531K was moved over in the Alden Theatre). In FY23 we are proposing one project: an outdoor projector system for MCC building: 2 projectors – 1 in FY22 and 1 in FY23; at \$30K a piece). Regarding other facilities, we spent \$416K in FY21; in FY22 we are projecting only \$69K – mostly for what is happening right now: security and fire alarm system in OFC. We have needed this for several years. The storage shed is 12- 15 years old (rotting on the side). We want to expand it to have extra capacity for Special Events equipment and theater equipment.

Question: I'm trying to understand the shed for storage. Is that primarily to support McLean Central Park?

Oh, no; it's for MCC. We use the golf carts and cones for a variety of purposes (use of the gazebo in MCP; McLean Day, July 4 + summer concerts). That shed is needed for a lot of uses!

Question: Since we have a lease from Fairfax County for OFC, is the agreement that MCC is responsible for any upgrades – including adding what seems like a basic fire system? Is that not the county's responsibility?

No. It's a fire alarm system and MCC is responsible for it.

In FY23, we have some ambitious goals – EV charging stations (\$75K a piece; \$150K total); shade sales (umbrellas for the plaza area) - \$35K; community mural (transformer) - \$40K. MCC roof – we didn't get an estimate; but we went with prior experience: in FY15 we spent \$115K for OFC new roof. Based on that, we did a proportionate calculation. \$750K is likely a low estimate; but it's a placeholder.

Question: They are all placeholders – we don't have any actual estimates yet, correct?

Clarification by Comptroller Karra: Correct – we haven't had anyone come to do a survey of the roof. We are just calculating based on what was spent in FY15.

Question: Is that a conservative thing to do? If this becomes cast in concrete, shouldn't we escalate the price a bit now?

It will escalate – definitely. When we get to FY23 (by July 2022), we should have more concrete numbers by then. And then we will revise these numbers. We do have an opportunity to revise the FY23 budget numbers. Yes – that is a legitimate concern, and your question is valid.

Electric supply for EV charging stations: We set aside \$100K for some digging of the pavement that is required to establish a new channel of power. MCC doesn't have enough capacity in our station. We need to upgrade the electrical cable into the parking lot.

Question: But are we having to upgrade our electrical service inside MCC building to support it?

No – there is a separate electrical service to the parking lot. It doesn't have enough capacity, so they must bring in another line. But the MCC building itself is fine; it has enough electricity.

Overall, we will spend about \$1.1M for FY23. These are all estimates; projects can change. We set aside these amounts as CIP 'placeholders' for FY23 as part of the budget. FY22 projects: CAT5/CAT6 e-wiring; House lights LED conversion; Harlequin Dance Floor scrubber; Front video projector; audio console system; personnel lift; stage replacement; chain hoist system; railing; moving light (theater) – cyclorama; motorized floor drops; outdoor video projector pixel mapping. Other projects - \$69K: security system; storage shed. FY23 projects: Outdoor

video projector; pixel mapping, shade sales, EV charging stations; community mural; MCC roof; electric power for EV charging stations.

FUND STATEMENT:

This is the important part of this whole presentation: the “Fund Statement” = where we start... where we end... and where we’re going to end up with what is proposed for FY23.

FY21 – we started with a Fund balance of \$6,059,796; there was a surplus of \$1,009,418 and we spent \$537,400; which gives a net surplus of \$472,018... taking our balance to \$6,531,814. Breakdown: \$1M – Operating contingency; the balance goes into the Capital Improvement Fund. Net balance at the end of the year: \$6,531,814. FY23 – We don’t take the ending balance of FY21 to FY23 because there is FY22 in-between. FY22 is based on the adopted budget published by Fairfax County. Those numbers are the same because it is published (the public has seen it; that’s the number we maintain). The Adopted Budget was starting with \$5,216,578. We had a surplus of \$82,024, spending \$400,000...ending with \$4,898,602. That’s the number that we take as our FY23 proposed opening balance. This number can change – because when we get to FY23, the FY22 number probably is going to be much higher than anticipated and will give us more of a buffer to work with. So, the opening balance is \$4,898,602. Our zero-balance budget is “0”; we are spending \$1,100,000 in Capital Expenses, which leaves us a balance of \$3,798,601. That is the ending balance for FY23 Proposed Budget. Breakdown: \$1,000,000 for Operating contingency; and the balance of \$2,798,604 goes into the Capital Improvement Reserve Fund.

Question: If we close out this year and have more money than we expected to be transferred to next year, then do you revise this budget? And will that cause FY23 to change also? Correct. So, we’re expecting some changes? Absolutely, yes.

Clarification by Executive Director Singh: We are working off of published numbers right now. When actuals for FY22 come, then we will update our actuals (in October 2021). By the time this FY23 Proposed Budget goes to the public, we won’t yet have the actuals for FY22. That’s why it’s a little confusing right now.

*Clarification by Comptroller Karra: In February 2022, we will revise FY22 numbers because half of the year will be finished. We will know what the real estate tax revenues will be. And we will be able to say what the next six months of FY22 will look like (as of February or March 2022). The annual budget development dates are staggered (which is confusing). **At the end of 2022, we will have numbers to work with for FY24 projections as well as revised numbers for FY23.***

Real estate tax base: There is \$22B in assessed value: \$21B is residential; commercial is \$1.1B. This is comprised of 18,000 households in McLean (Small District 1A-Dranesville). Thanks to this [strong financial position], we have the ability to program excellently for the community.

REVIEW FY2023 CAPITAL IMPROVEMENT PROJECTS

Chair Saboo thanked Comptroller Karra for his thorough presentation of the FY23 Budget proposal. She asked if anyone had any further questions, and if Vice-Chair Post had anything further to bring up regarding Capital Improvement Projects. Vice-Chair Post did not have anything to add about the proposed Capital Improvement projects.

RELEASE FY2023 FUND STATEMENT FOR PUBLIC REVIEW

MOTION: To present the FY2023 Fund Statement at a Public Hearing to be convened on Wednesday, September 22, 2021, at 6:30 p.m. at the McLean Community Center.

Votes FOR the Motion: All. **Votes AGAINST the Motion:** None.

The MOTION passed unanimously.

OLD / NEW BUSINESS

Chair Saboo opened the floor to any items of old or new business.

Regarding pre-scheduled Sept. 20 Finance Committee meeting:

Executive Director Singh inquired of everyone whether there remained a need to convene a Finance Committee meeting on Monday, September 20. If everyone is O.K. with the FY23 Budget presentation as it stands, then this provisional meeting on 9/20 could be cancelled. Everyone indicated satisfaction with having their questions and concerns addressed thoroughly in this meeting and the previous budget-related meetings on September 2.

The consensus was to CANCEL the September 20 Finance Committee meeting.

Nothing was mentioned as a further topic for discussion this evening.

PUBLIC COMMENT

Public health guidelines reinforced: Chair Saboo cautioned the public attendees to please wear a mask when inside MCC facility (an individual from the public was not wearing a mask). Comptroller Karra graciously went out to the front desk to get a mask for the gentleman. The person commented that masking wasn't required when he had attended an MCC Governing Board meeting last month (August). He inquired whether the rules had changed and whether such was posted on MCC website. Chair Saboo informed him that the requirement to wear masks inside MCC facility is clearly notified on MCC's website. Signage about required masks is also present throughout MCC building.

Chair Saboo explained that tonight's in-depth focus on the proposed FY23 Budget serves the goal of transparency and accountability to taxpayers. In addition to those who prior requested a speaking opportunity tonight, any individuals present may spontaneously request to speak. However, they will first be required to state aloud their home address - for purposes of verification that they indeed live within Small District 1A-Dranesville, which is the tax district that supports the McLean Community Center.

The following comments were submitted in writing in days/weeks prior to September 8 by Small District 1A-Dranesville residents. At the request of Secretary Foderaro-Guertin, these prior public comments are included here as official record pertaining to this meeting.

From: Rob Olson <robert.jeffrey.olson@gmail.com>
Sent: Thursday, August 5, 2021 11:12 AM
To: Fairfax County FOIA <FOIA@fairfaxcounty.gov>
Subject: FOIA request of Public Advocate of the United States

Dear Sirs --

Please find attached a Freedom of Information Act request submitted on behalf of our clients. We would appreciate your prompt attention to this request. Please let me know if I can be of any assistance.

Best regards,
Robert J. Olson
William J. Olson, P.C.
Attorneys at Law
370 Maple Ave., W, Suite 4
Vienna, VA 22180-5615
703.356.5070
www.lawandfreedom.com

From: Kastl, Amanda <Amanda.Kastl@fairfaxcounty.gov>
Sent: Monday, August 9, 2021 11:13 AM
To: Conners, Roberta <Roberta.Conners@fairfaxcounty.gov>; Singh, Daniel <Daniel.Singh@fairfaxcounty.gov>
Cc: Novak, Holly R <Holly.Novak@fairfaxcounty.gov>; Hudson, Jessica <Jessica.Hudson@fairfaxcounty.gov>; Nuzzo, Louis <Louis.Nuzzo@fairfaxcounty.gov>; Fairfax County FOIA <FOIA@fairfaxcounty.gov>
Subject: VFOIA-48762 - Drag Queen Story Hour FCPL/MCC


Good morning,

OPA received a new FOIA request which seeks records on the [Drag Storybook Hour](#). I've broken the request down into a numbered list below for ease of reference:

1. all records related to that event, including but not limited to those possessed by Fairfax County Public Library, the McLean Community Center, and/or other entities within Fairfax County government that may house responsive records.
2. the initial proposal to host this event,
3. the planning and approval process,
4. the existence of any criteria used by Fairfax County to determine which events are approved versus which are denied,
5. funding of the event,
6. payment of participants,
7. any vetting of participants that occurred, and
8. communications related to the event, whether between Fairfax County officials, or with outside persons or officials.
9. any photographs, audio recordings, video recordings, or transcripts of any portion of the event.

The requester/OPA has identified the following agencies as potential record custodians: FCPL and MCC. OPA will manage a single, multi-agency response to this request in addition to entering this request into the [VFOIA Tracker](#).

Would each of your agencies please respond to this email (please do not reply all!) and let us know the following?

- Does FCPL/MCC have records responsive to this request?
 - If so, are those records easily retrievable?
 - If so, please place any records located into the secure share folder located  [HERE](#).
- Will a DIT search be required to pull email records responsive to this request? If so, then please let us know and we will work with you to coordinate the same.
- Do you intend to assess a fee for actual costs incurred?
 - If so, then please let us know the estimated costs. If the estimated costs exceed \$200, Fairfax County can seek payment in advance.

Please note, the requester sought an advance estimate if the cost of processing the request will exceed \$200.

A response to this request is due **Thursday, 8/12**, so I would appreciate a response soon so we can strategize on what the response will include. As you know, we can always invoke a seven day extension, if needed.

Thanks,

Amanda Kastl

Countywide FOIA Officer

Fairfax County Office of Public Affairs

12000 Government Center Parkway, Suite 551

Fairfax, Virginia 22035-0065 Office: 703-324-2639 | Cell: 703-517-3066 <https://www.fairfaxcounty.gov/publicaffairs/foia>

From: Kastl, Amanda <Amanda.Kastl@fairfaxcounty.gov>
Sent: Tuesday, August 10, 2021 9:19 AM
To: Singh, Daniel <Daniel.Singh@fairfaxcounty.gov>
Cc: Novak, Holly R <Holly.Novak@fairfaxcounty.gov>; Fairfax County FOIA <FOIA@fairfaxcounty.gov>
Subject: VFOIA-48976 (Email search related to Drag Queen Story Hour)

Hi Daniel,
Looks like records on the story hour is a popular FOIA request topic lately!

OPA received the attached VFOIA request today, August 10, 2021. The requester is seeking:
"I request all emails from or to Daniel Singh (Executive Director, McLean Community Center) referencing the following terms (regardless of case, e.g., upper case, lower case, initial caps): "drag" "story hour" "queen" or "king". Time period is limited to January 1, 2021 to present."

OPA has entered this request in the VFOIA Tracker ([VFOIA-48976](#)) and will close it out once a response is sent.

We will loop in the attorneys in case any legal issues arise.

OPA will coordinate a search with DIT with the following parameters identified by the requester.:

Emails to or from Custodian:

Daniel.Singh@fairfaxcounty.gov

Keywords/Phrases:

"drag"
"story hour"
"queen"
"king"

Date Range:

1/1/2021 – 8/10/2021

Please let us know if you have any issues or concerns with this plan. We will be in touch once the DIT search results are complete.

Thanks,

[Amanda Kastl](#)

Countywide FOIA Officer
Fairfax County Office of Public Affairs
12000 Government Center Parkway, Suite 551
Fairfax, Virginia 22035-0065 Office: 703-324-2639 | Cell: 703-517-3066
<https://www.fairfaxcounty.gov/publicaffairs/foia>

From: Anwah, Sabrina <Sabrina.Anwah@fairfaxcounty.gov>
Sent: Wednesday, August 11, 2021 3:46 PM
To: April <askapril@cox.net>
Subject: Re: MCC Distribution Numbers and Costs

Dear Ms. Georgelas,

Yes, a person must sign up to receive our weekly e-newsletter.
No, we do not break the list up into residents, businesses, and organizations.

Thanks again,
Sabrina

From: April <askapril@cox.net>
Sent: Wednesday, August 11, 2021 8:50 AM
To: Anwah, Sabrina <Sabrina.Anwah@fairfaxcounty.gov>
Cc: April <askapril@cox.net>
Subject: Re: MCC Distribution Numbers and Costs

Sabrina.....Thank you for your response. It is helpful.
Must your email subscribers request and signup for MCC Notices ?
Have you broken down email numbers for Residents, Business and Organizations ?

April Georgelas

On Aug 10, 2021, at 4:22 PM, Anwah, Sabrina <Sabrina.Anwah@fairfaxcounty.gov> wrote:

Dear Ms. Georgelas,

We appreciate your taking the time to share your comments regarding our program guide and e-newsletter.
All community feedback is valuable and will be taken into consideration.

All MCC Governing Board meetings are open to the public. You can view the board schedule on our website
at: <https://mcleancenter.org/about/governing-meetings/meetings-agendas>

Here are the responses to your questions.

How many households, individuals, Businesses, organizations receive the MCC Program and Class Mailer?

The program guide is mailed to approximately 18,000 households in Dranesville Small District 1A. There are three guides mailed during a budget year: Fall, Winter-Spring and Summer.

How many Residents, Businesses and Organizations receive your email Notices ?

There are approximately 5,000 email subscribers to the weekly newsletter.

What are the Annual Mailing (printing, etc.)and emailing Costs ?

The program guide printing costs vary, but generally run between \$10,000-\$15,000 per issue for 20,000 copies. The postage for each guide depends on weight but can range from \$5-\$6,000 an issue. The email service we use, Constant Contact, costs \$500 a year.

Sincerely,

Sabrina Anwah

McLean Community Center www.mcleancenter.org

From: April <askapril@cox.net>
Sent: Wednesday, August 4, 2021 6:28 PM
To: Anwah, Sabrina <Sabrina.Anwah@fairfaxcounty.gov>; Novak, Holly R <Holly.Novak@fairfaxcounty.gov>
Cc: April <askapril@cox.net>
Subject: Re: MCC Distribution Numbers and Costs

Sabrina and Holly

I have been a resident of McLean for approximately 45 years.
I have been in communication with you and Holly several times about MCC.
I am so sorry my email address did not trigger remembrance.

Hopefully, you have bookkeeping information that can be shared with a Taxpayer who supports MCC.

April Georgelas 720 Live Oak Drive McLean, VA 22101 (703) 821-3273

On Aug 4, 2021, at 10:43 AM, Anwah, Sabrina <Sabrina.Anwah@fairfaxcounty.gov> wrote:

Good morning April,

Are you a resident of the state of Virginia? Do you reside in the MCC tax district? Let me know so I can advise you on how to request information from a Fairfax County agency.

Thank you,
Sabrina Anwah
McLean Community Center
www.mcleancenter.org

From: April <askapril@cox.net>
Sent: Tuesday, August 3, 2021 10:10 PM
To: Anwah, Sabrina <Sabrina.Anwah@fairfaxcounty.gov>; Novak, Holly R <Holly.Novak@fairfaxcounty.gov>
Cc: April <askapril@cox.net>
Subject: Re: MCC Distribution Numbers and Costs

On Aug 2, 2021, at 4:43 PM, April <askapril@cox.net> wrote:

Sabrina.....

How many households, individuals, Businesses, organizations receive the MCC Program and Class Mailer ?

How many Residents, Businesses and Organizations receive your email Notices ?

What are the Annual Mailing (printing, etc.)and emailing Costs ?

Thanks.....April

From: Paul <paulkohl@msn.com>
Sent: Monday, August 16, 2021 7:34 PM
To: Novak, Holly R <Holly.Novak@fairfaxcounty.gov>
Subject: Public comment protocols

Hi Holly—

Hope you're well! When you get a chance, could you please send me a copy of the 'proposed protocols for public comment'? Thanks!

Best,
Paul

From: Novak, Holly R
Sent: Wednesday, August 18, 2021 10:09 AM
To: Paul <paulkohl@msn.com>
Subject: RE: Public comment protocols

Hi Paul. I am fine and am enjoying the warm weather summer season. I hope you and Jessica are doing well too! Here is an update about what transpired at the August 4 Special Called meeting: there was no vote on a motion about protocol for public comments. As the meeting progressed, Chair Barbara Zamora-Appel discerned that the discussion was very preliminary in nature and stated that there would be "no vote on a motion tonight." Because there was concern and varying opinions being expressed among the board members about how to maintain fairness in the public comment process, the 8/4 meeting did not transpire as the Agenda showed (leading to adopting a motion).

Public presence and verbal comments at meetings has been happening at MCC Governing Board meetings since mid-July. This dynamic is a recent phenomenon. Realizing a heightened level of public interest, the MCC Governing Board is thinking through how to best receive, hear, and document comments from the public on a full range of subjects, going forward. The August 4 Special Meeting became a preliminary discussion only and did not result in any changes or new

parameters or protocols for public comment. The Minutes of the August 4 Special Called Meeting will be voted on at the September 22 Regular meeting, after which it will become available for public view.

Sincerely,
Holly

From: Novak, Holly R
Sent: Tuesday, August 31, 2021 12:39 PM
To: dick porter <dickporter17@gmail.com>
Subject: FW: MCC Letter August 2021.docx

Dear Mr. Porter,

We appreciate your taking the time to share your comments regarding Drag Story Hour. I did receive the same letter today, hand-delivered by you.

Your comments will be shared with the McLean Community Center's Governing Board.

All MCC Governing Board meetings are open to the public. You can view the board schedule on our website at: <https://mcleancenter.org/about/governing-meetings/meetings-agendas>

Thank you.

Sincerely,
Holly Novak
Executive Assistant to the Governing Board
McLean Community Center

From: dick porter <dickporter17@gmail.com>
Sent: Tuesday, August 31, 2021 10:34 AM
To: Novak, Holly R <Holly.Novak@fairfaxcounty.gov>
Subject: MCC Letter August 2021.docx

1216 Chadsworth Court
McLean, Virginia 22102
August 31, 2021

To Members of the McLean Community Center Governing Board

Dear Board Members:

When the new members of the Board were appointed in June, the announcement stated that the Governing Board "sets policy and oversees facilities and programs of the Center." And, the 2021 Fall Programming Guide stated that the Board would hold a series of "listening sessions" to allow the residents of Small District 1A – Dranesville to connect with the Board. To my knowledge, those listening sessions have not yet been scheduled. However, I trust that the Board does want to listen, as it should, since all of you serve in a representative capacity for McLean residents.

I am writing with the hope that you will take seriously the significant opposition that has arisen as a result of your Executive Director's decision to co-sponsor and to use MCC taxpayer funds to invite three drag queens/kings to read stories and to perform for young children in McLean. This is a serious, controversial issue, and it is the responsibility of the Board in its oversight capacity to provide clear guidance if the Center's Executive Director is inclined to repeat invitations of this type. As elected representatives, you have a duty to debate, and ultimately to decide, whether drag queen/king performances of any type will be permitted in the future. Your

debate should provide for public discussion and your decision must be transparent, since citizens in McLean have a right to know where their elected representatives stand on this important programming issue.

There are a lot of questions that need to be asked and answered. For example, whose idea was this and how were the performers identified and contacted? As I understand it, none of the performers were from McLean and two were from out of state. Did the idea originate from a demand for this type of performance by persons living in the 1A District or was some other agenda being pursued? Why were MCC funds used to pay the “performers” when it is apparent that any number of individuals or groups, perhaps McLean seniors, would be pleased to volunteer their services, without being paid, to conduct story hours for children? Was consideration given to the messaging that was clearly at work here and the potential impact of the performers as “role models” for our children? Did the Board itself have any knowledge of who the performers were? With respect to this latter question, was the Board aware of one of the performers—Persephone – is, in Greek mythology, queen of the underworld? A second performer, KiMani Sutra, has adopted a name that mimics Kamana Sutra, which is best known as a manual for sexual positions. Did the Board know that the third performer, Majic Dyke, was featured in an article appearing in the Washingtonian, dated October 17, 2019, where she self-describes as a “sexy, alluring, seductive king.... I am the very queer, super-gay version, of this very masculine person.... I want to have my boobs out to play with the gender spectrum”? Please pull up and read the full article. As Board members, are you really comfortable with this? Mr. Singh has been quoted in an article appearing in the Fairfax Times of July 19, 2021, as saying that “the artists were amazing.” Artists? Amazing? Really? MCC must do better.

As all of you know, Mr. Singh has attempted to justify his action by wrapping it in the mantle of “One Fairfax” and “equity.” Frankly, bringing in drag queens in the name of One Fairfax cheapens what that policy stands for. When it was adopted by Fairfax County several years ago, it was not to promote exhibitionist, cross-dressing performers. None of the justifications/explanations that Mr. Singh has publicly offered make any sense, nor can they cloak the reality of what this was all about: namely, providing County resources and a platform for adult exhibitionists to promote themselves and their personal agendas and to sow the seeds of sexual confusion and dysphoria in very young McLean children.

The Board needs to send a clear message to the staff that programming of this type will not return in the future. MCC has long been a respected, unifying presence in the McLean community. Engaging in very divisive programming only serves to divide our community and lessen the respect that MCC has built up over the years. Please let me know when you will schedule a listening session to address this issue.

Sincerely,

Richard H. Porter

Cc: John Foust

The following comment was spoken in-person in this September 8 meeting by Small District 1A-Dranesville resident Christopher Henzel.

Comments for McLean Community Center governing board meeting, September 8, 2021

Good evening, I'm Christopher Henzel, a resident of McLean. At each MCC board meeting since July 15th's, McLean residents have asked: Does the board intend to use additional taxpayer funds for future drag performances for small children, as it did June 26? To date the board has declined to respond to this reasonable question, even though at the board's July 15 and July 28 meetings the chair of the board stated, on the record, that the board would discuss the matter publicly.

Why won't the board answer this question? A simple up or down vote would take about five minutes. If you believe that what you are doing is right, **and** that McLean taxpayers support it, why not be transparent?

But rather than responding to the community, the board and MCC staff have spent hundreds of person-hours trying to avoid this issue, and to exclude the public. For example, the board called, on very short notice, a meeting on August 4. At the meeting the board considered a draft new rule that would further limit the already very limited opportunity for the public to comment at its meetings.

There was another short-notice meeting September 2. No outsiders found out about this meeting in time, so no one in the community knows what was discussed. There are no public minutes available. (In fact, there have been no minutes released for any MCC board meetings since taxpayers began asking questions at the July 15 meeting.)

I note that the MCC's MOU calls for publicized minutes and "3 days" public notice in advance of meetings. You have not been meeting this requirement. I've followed some of the board's discussions on limiting public comment. The chief arguments appear to be: First, that the public would take up too much of the board's time. Well, the rules already in place permit only three minutes each to five community members. Fifteen minutes hearing from taxpayers is too much? Another argument was that one point of view would monopolize the five allotted public comment slots. But all five slots have only been completely utilized once, and that was at the July 28 meeting. A third argument was that members of the community kept posing the same question at each meeting. Well, answer our reasonable question and we won't need to ask you anymore.

According to tonight's agenda, in a few minutes, the board will begin a closed meeting, and I and other members of the **McLean community** will be told to leave the **McLean Community Center**. The MCC board will be excluding the public, probably in order to discuss how to limit public comment at its meetings.

Aren't any of you ashamed to be part of this? Act like members of a community; engage with the community, don't try to muzzle it.

Chair Saboo thanked members of the public for their participation and sharing their comments. All feedback will be taken into consideration by the McLean Community Center Governing Board.

EXECUTIVE SESSION

With the opportunity for "Public Comment" in this meeting thus having concluded, Chair Saboo directed the public and all MCC staff to please exit the room so that the board could continue discussion in "Closed Session."

**With all public and MCC staff having exited from the meeting, only MCC Governing Board members and Executive Director Daniel Singh remained in the room during the following conversation. Audio-recording was stopped.*

Recess / Closed Session

Chair Saboo stated that the MCC Governing Board will now recess and go into "Closed Session" for discussion of matters enumerated in Virginia Code Section (§) 2.2-3711 and listed in the Agenda for this meeting as follows:

- (a) Discussion or consideration of personnel matters pursuant to Virginia Code § 2.2-3711(A) (1).
- (b) Discussion or consideration of the acquisition of real property or the disposition of real property, pursuant to Virginia Code § 2.2-3711(A) (3). Board Summary -44- December 1, 2020.
- (c) Discussion or consideration of a personal matter regarding an individual, which is not related to MCC's public business, pursuant to the privacy exemption of § 2.2-3711(A) (4) of the Virginia Freedom of Information Act.
- (d) Discussion or consideration of investment of public funds, pursuant to the investment of public funds exemption in § 2.2-3711(A) (6) of the Virginia Freedom of Information Act.

Chair Saboo stated the following:

MOTION: I move that the MCC Governing Board convenes a closed session to discuss personnel matters, pursuant to the personnel exemption in § 2.2-3711(A) (1), and, to discuss and consider competing investment proposals from Fairfax County, pursuant to the investment of public funds exemption in § 2.2-3711(A) (6) of the Virginia Freedom of Information Act.

Closed Session began at 7:38 p.m.

Closed Session ended at 8:54 p.m.

Actions from Closed Session (certification by MCC Governing Board members regarding topics discussed in closed session). Chair Saboo stated the following:

MOTION: That the Governing Board members certify that, to the best of its knowledge, only public business matters lawfully exempted from open meeting requirements and only such public business matters as were identified in the motion by which closed session was convened were heard, discussed, or considered by the Governing Board members during the closed session.

The MOTION passed unanimously.

ADJOURNMENT

Following the MOTION to reconvene into public session, Chair Saboo stated that there was no further business to discuss and adjourned the meeting at 8:56 p.m.

Respectfully Submitted, Holly Novak - Executive Assistant to the Governing Board