

**2023–2024 MCC Governing Board
Regular Meeting + Public Hearing on FY2025 Budget
September 27, 2023 – 6:30 p.m.**

MINUTES

- Board Members Present:** *in-person:* Anna Bartosiewicz; Kathleen Cooney Porter; Rasheq Rahman; Sophia Bruno; Katie Gorka; Gloria Marrero Chambers; Matt Colsia; Kristina Groennings; Ari Ghasemian
virtual: Lisa Mariam
- Board Members Absent:** Eleanor Ague
- MCC Staff Present:** Betsy May-Salazar, Executive Director; Ashok Karra, Comptroller; Holly Novak, Exec. Assistant; Matt Hockensmith, incoming Comptroller; Catherine Nesbitt, Special Events Manager; Jennifer Garrett, Technical Director; Sarah Schallern Treff, Performing Arts Director; Sabrina Anwah, PIO; Mike Fisher, General Programs Director
- Guests:** *in-person:* Jim Lawless (MCA; Friends of MCC); Deb Bissen (MPA); Lacey Obrey (MCP Playground Team); Wendy Borchardt; Lauren Danoff; Caryn Danoff

CONVENE MEETING

Chair Rasheq Rahman convened a Regular Meeting of the Governing Board of the McLean Community Center on September 27, 2023, at 6:35 p.m. This meeting included a Public Hearing on FY2025 Budget. An announcement was made about the meeting being audio-recorded. No changes were requested to the Agenda; it was adopted by acclamation.

OVERVIEW OF FY2025 BUDGET PROPOSAL FY2025: July 1, 2024 through June 30, 2025

**Treasurer Kathleen Cooney Porter introduced Executive Director Betsy May-Salazar & Comptroller Ashok Karra to give summary remarks.*

FY2025 Budget proposal is attached at the end of this document.

Executive Summary provided by Betsy May-Salazar

- Approximately 80% of MCC’s budget is funded through a special annual tax assessment for the MCC tax district. This is one of the lowest rates of our peer groups at 2.3 cents per \$100 of assessed property values. This rate has been maintained since 2015.
- The balance of MCC’s funding comes from program and rental fees.
- The past several years have been anomalies – starting with the building closure for renovation – leading into COVID closures and pivots. It wasn’t until the 2nd half of FY23 where MCC began to see a recovery in operations and programming.
- FY24 is picking up to pre-COVID levels and FY25 is budgeted, and expected to be, a full year of normal operations.
- Because of timing of when we develop our budgets, the FY25 budget was developed in comparison to FY23 actuals. You will see some disparities with the FY24 approved budget because that was approved a full year ago when we were still in the midst of COVID and didn’t have solid comparables to develop the budget.
- FY25 Program Revenues are projected at \$1.17M – 11% increase over FY23.
- FY25 Total Expenses are projected at \$8.3M including \$800K for capital projects. Details will be shown later in the presentation.
- FY24 and FY25 are years of stabilization of our programming with the continued development of new initiatives that have been recently added – such as Fiesta del Sol and the Seniors in Action Program, as 2 examples – and a time to look at all of our programming and operations through the lens of the strategic plan.

- FY25 and FY26 will include the MCC's 50th anniversary year and many of our new initiatives will revolve around this year-long celebration in 2025. This budget includes a \$400,000 allocation of funds over three years – FY24, FY25, and FY26, toward this celebration. The anniversary budget is being presented outside of the balanced operating budget and is anticipated to use the fund balance or reserves.
- Finally, this budget includes a requested increase for the McLean Project for the Arts – our arts partner – to help with increasing costs related to the annual MPA Artfest held in McLean Central Park. This is a signature McLean event held annually and MCC is committed to help make this event sustainable. Inclusion of this increase in the budget will allow MCC and MPA to continue conversations related to this funding increase.

Budget Overview *provided by Ashok Karra*

- Ashok Karra reviewed the PowerPoint presentation of the budget providing high level overview of each of the slides breaking out department budget details. (see budget proposal at end of this document)

50th Anniversary (entire year 2025) *provided by Betsy May-Salazar*

- *Ad hoc* committee has been hard at work developing 50th anniversary plans
- Anniversary celebration will span the entire year of 2025 and will highlight all of our strategic initiatives
- Key signature events are being developed that will have a lasting impact, engage the community, celebrate the history of MCC and look to the future.
- Key Events and projects include –
 - a large community picnic,
 - community art projects at MCC and OFC,
 - a video, developed over the course of 2024 with interviews at various events, that showcases MCC for use in future promotions, on our website, at an anniversary preview, etc.
 - and smaller items such as an updated timeline, commemorative plantings, time capsule
- In addition, the 50th anniversary branding and theme will weave through all of the year's programming for a full-blown celebration year (2025).
- The total budget, over three fiscal years is estimated at \$400,000.

Capital Improvement Projects **provided by Betsy May-Salazar*

- Capital budget shows revisions to FY24 and proposed items for FY25.
- Theater projects total \$557K; they are all carry-forward items approved in previous fiscal years.
- Work in the theater is generally limited to August of each year when the theater can be dark. Sometimes if materials or contracts are not in place, these projects are deferred to the next summer.
- Projects at MCC and OFC have \$367K in carry-over projects that were approved in previous fiscal years.
- Working with the Capital Facilities Committee we are proposing changes to the FY24 budget that result in a slight decrease in allocation.
 - Energy Project reallocation - \$250,000 that was previously approved as a placeholder to explore electric vehicle charging stations is 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. But we think it is worthwhile to do a study of what the options are and what's best for this building and how we can put some energy savings in place.
 - \$40,000 – Stormwater Drainage project involving regrading of land and sidewalk on back side of MCC. (Fairfax County is funding the Ingleside portion of project). This work has already begun out front.
 - \$50,000 new allocation for Sensory Room at Old Firehouse.
 - \$50,000 new allocation as a community investment in the McLean Central Park for an enhanced playground being planned as a component of the McLean Central Park renovation beginning in Fall 2023.
 - \$25,000 – refresh of signage and additional signage for MCC & OFC ('Be Visible' strategic goal).

- **FY25 New request**

- \$800,000 for essential ADA upgrades to Old Firehouse bathrooms and entrance.
- Yesterday, Fairfax County BOS approved, as part of the FC FY23 General Fund Carry-Over Budget, a \$500K allocation toward this project. We are very excited about this decision and that we're moving forward in partnership with the county. With this commitment from the county, we fully expect to be able to lower the amount that MCC contributes to the project and we will rectify the budget as appropriate once the project is complete. We are asking to move forward with the \$800,000 allocation; and once we've pulled all items in and know the real costs, then we'll be able to modify this number down.
- T.B.D. – digital sign in McLean Central Park. For a long time, we've been interested in updating or replacing the sign in McLean Central Park (at intersection of 123 and Old Dominion Drive) so we can have a digital component there to better promote our programs in a more economical and useful way. We are working with Fairfax County Park Authority; it is in MCP Master Plan but is not funded as part of the renovation currently going on. That sign is MCC's property. We are offering to do this upgrade to have the ability to control what is shown - promoting MCC's programs. It will probably take some time, but we'll be working on that.

Questions and points raised in discussion:

Question: I'm curious about the \$500K that would come through from the county: does that go back towards the General Fund balance carry-forward?

The \$500K for the OFC ADA project will be a line item in the county budget and we will expense the project to that line. It is anticipated that we will spend that \$500K first, and then we will access our money for the balance of the project. Once we know the real costs of the project with firm numbers, then we can calculate how we adjust what we've set aside in our budget.

Question: Regarding Special Events: \$60K for Fiesta del Sol. I know all the other events have attendees and revenue – but this one doesn't. Why does this one not show revenue? There is no number on how many people attended that event?

Anticipated 1,500 attendees. There was no charge for the event. People pay for their food and drink directly but we do not charge for the event -so there is no straight revenue on it. [note that the anticipated attendance is included in the budget proposal being presented – an earlier out of date version was being referenced in error]

Question: Is that an outside entity that you contract with to do the event? It's MCC's event, organized by MCC staff who work with a contract partner.

SEQUENCE/NEXT STEPS: The public comment period will remain open for another week (through October 6). At its October 25 Regular Meeting, the MCC Governing Board will officially vote on approval of the FY2025 budget which will then be sent to Fairfax County as a "DRAFT." FY2025 budget will not be finalized by the county until May/June 2024.

Special acknowledgement of Comptroller Karra: Executive Director May-Salazar thanked Comptroller Ashok Karra for 11 years of outstanding service to the McLean Community Center. He has been a joy to work with and he has done the community proud! We are going to miss him. (*applause*)

PUBLIC HEARING ON FY2025 BUDGET – OPPORTUNITY FOR PUBLIC COMMENT

In-person comments: Chair Rahman welcomed members of the public in attendance to express verbal remarks specific to the FY2025 Budget. He stated that an opportunity for general public comments about other topics will occur later in this meeting. Those who had requested in advance spoke first, followed by any attendees who wished to speak. Each person was asked to state aloud their residential address for verification as a Small District 1A-Dranesville resident. They were allotted three minutes to speak.

1. Lacey Obry

My name is Lacey Obry and I am speaking on behalf of MCP Playground Team. I am one of seven volunteer women who have been raising money since March 2023 to help update the playground equipment at McLean Central Park (MCP). The allocated money was \$275K allocated to the playground – and that was only to update one of the two playgrounds. Our team has been working really hard and thoughtfully on designing a

playground that is for multi-age children in one central location, a playground that is more accessible for children with different abilities. We have included sensory toys and an adaptive swing for children who don't have trunk support. We are really excited about this project. We always feel like MCP is the heart of McLean – it brings everything together between the library and MCC. We are so honored you felt that this is something to be considered, that it's a great part of our community. We think it's going to be amazing! And we know that something we've learned through this process is that the lifespan of playgrounds is 20 years. For myself, I have three children and I know that the playground we get at this park is going to be for the next few years. So, we want it to be beautiful and to reflect that for our community. So, I just want to say "thank you" and I hope that this goes forward.

Written comments: Opportunity for the public to submit written comments about MCC's FY2025 Budget began on September 14 and will remain open until October 6. As of September 27, the following written comments had been received. All individuals submitting written comments were verified as Small District 1A-Dranesville residents.

1. Carol Harrison

Response from McLean Community Center PIO, Sabrina Anwah:
Monday, August 21, 2023 4:34 PM

Dear Ms. Harrison,

Thank you for submitting comments for the MCC Governing Board's FY2025 Budget Public Hearing. We appreciate your taking the time to help us better serve our residents. We are compiling comments received from tax district residents to be included in the official minutes of the public hearing.

McLean Community Center

From: Carol Harrison
Sent: Sunday, August 20, 2023 12:08 AM
To: feedback@mcleancenter.org
Subject: Non-use ?

If residents do not use the McLean Community Center, which we do not, we do not think that we should have to pay for it.

Carol Harrison
McLean, VA 22101

2. A. J. Provenzano

Response from McLean Community Center PIO, Sabrina Anwah:
Monday, September 25, 2023 12:35 PM

Dear Mr. Provenzano,

Thank you for submitting comments for the MCC Governing Board Public Hearing on FY2025 Budget. We appreciate your taking the time to help us better serve our residents.

We are compiling comments received from tax district residents to be included in the official Minutes of the Public Hearing on September 27, 2023. All comments we receive will be shared with the appropriate Program staff as well.

Please see the responses to the questions you submitted below.

From: AJ Provenzano
Sent: Thursday, September 21, 2023 11:42 AM
To: feedback@mcleancenter.org
Subject: Brief Budget Questions?

1. Where can citizens find the expenditure approval and review process for the MCC.

McLean Community Center is an agency of Fairfax County Government and follows all County purchasing policies and procedures. The 2023 Purchasing Resolution is available on the Procurement and Material Management website [here](#).

2. Where can citizens find independent auditor reports for the MCC.

The Internal Audit Office was established by the Board of Supervisors as an independent appraisal function to examine and evaluate Fairfax County activities as a service to the county executive and all levels of management. The office conducts performance audits and management advisory projects covering operational, financial, and information technology areas. Internal Audit reports directly to the county executive. Our audits are conducted in accordance with Government Auditing Standards.

Yearly audits are available by clicking "Audit Report" on the left had menu. MCC was last audited in 2022. The link to the Internal Audit Office is [here](#).

3. Please explain why it is necessary to spend \$400 thousand on a 50th anniversary celebration.

The 50th Anniversary planning is being overseen by an ad hoc committee of the Governing Board comprised of board members and members of the community. The budget that is being presented for MCC's 50th Anniversary will span three budget years (FY24, FY25, FY26) and will include the creation of a commemorative video, art installations, a community picnic and several other year-round event enhancements.

Thank you,
AJ Provenzano - McLean, VA

3. Barbara Levedahl

*Response from McLean Community Center Executive Director:
Wednesday, October 4, 2023 2:33 PM*

Dear Ms. Levedahl,

Thank you for submitting comments for the MCC Governing Board Public Hearing on FY2025 Budget. We appreciate your taking the time to help us better serve our residents.

We are compiling comments received from tax district residents to be included in the official Minutes of the Public Hearing on September 27, 2023. All comments we receive will be shared with the appropriate Program staff as well.

Please see the responses to the questions you submitted below.

MCC classes are led by contractors approved by Fairfax County Government for use by all community and recreation centers in the County. They negotiate general terms and pricing county-wide.

The MCC Governing Board has established policies regarding class revenue, which include:

- The resident rate is set approximately 20% higher than the direct contractor cost. This covers a percentage of MCC overhead and staffing costs.
- Non-residents pay 10 – 20% more for MCC classes than tax district residents.

All registrations are reviewed at the time registration profiles are established and residency status is confirmed through Fairfax County tax records. We carefully monitor our residency requirements for all of our programs.

Thank you,
Betsy May-Salazar
Executive Director

From: Barbara Levedahl

Sent: Tuesday, October 3, 2023 8:27 AM

To: feedback@mcleancenter.org

Subject: MCC Board Proposed Budget for Fiscal Year 2025 - Recreational Class Fees and Resident Participation
Attn: MCC's Executive Director, Betsy May-Salazar

Thank you for the opportunity to comment about the proposed budget. I have questions regarding the utilization of our resident tax surcharge and its value to McLean residents. As a resident of McLean, since 1996, I have enjoyed taking classes and participating in other events at the McLean Community Center. We, as McLean residents, pay a surcharge in our taxes, in order to support the MCC. As I've compared recent rates, we do not seem to receive the benefit of an appreciably lower cost for classes. I have three examples of courses I found in the area that are similarly priced or less expensive, and in some cases provide more content, hours, or certificates, than the courses offered at the MCC resident-rates.

- Exercise class:

- o MCC Cardio, Strength & Balance provides 11 lessons @ 55 minutes and is \$174/\$158 for MCC district residents. (Average is \$15.81 /\$14.36 per class)
- o 24 Hour Fitness, Falls Church – Cardio, strength, balance; 1 hour class @ \$42.99 per month - \$10.74 per class; and for 11 classes \$118.22.
- Life support and first aid:
 - o MCC - CPR, First Aid and AED 1 lesson - 3 hours, \$102/\$82 MCC district residents
 - o Red Cross Basic Life Support course CPR/AED, includes a 2-year BLS digital certificate, 1 lesson - 4 hour class, \$90
- Figure drawing:
 - o MCC - 8 lessons, 2.5 hrs., \$360/\$340 MCC residents
 - o George Mason University – 8 lessons, 2 hours, \$300

As residents, we pay our taxes to support the MCC, and thus should be offered a considerably better rate. For the three courses listed, McLean residents receive a discount of only 9%, 20%, and 6%, respectively. As described above, similar courses are offered by non-MCC sources at a comparable or even lower rate than what is available to McLean residents. Please consider offering a better discount to McLean residents that appropriately reflects our investment in the community and is more competitive with similar programs.

I am also concerned about MCC's mechanism for vetting participants' residency to ensure residents receive the proper discount. Many sports groups in our area require proof of residency and offer a significant discount to their residents. For example, Fairfax Women's Soccer Association typically offers around 30% savings to residents of Fairfax County, when they enter their address at registration. How is the residency question being managed by the MCC?

Thank you for your attention and consideration.

Barbara Levedahl
(MCC tax district resident)

4. Louise Epstein

Response from McLean Community Center PIO, Sabrina Anwah:
Sent: Tuesday, October 10, 2023 3:07 PM

Dear Ms. Epstein,

Thank you for submitting comments for the MCC Governing Board Public Hearing on FY2025 Budget. We appreciate your taking the time to help us better serve our residents.

We are compiling comments received from tax district residents to be included in the official Minutes of the Public Hearing on September 27, 2023. All comments we receive will be shared with the appropriate Program staff as well. Please see the responses to the comments you submitted below.

MCC classes are led by contractors approved by Fairfax County Government for use by all community and recreation centers in the County. They negotiate general terms, and pricing countywide.

The MCC Governing Board has established policies regarding class revenue, which include:

- The resident rate is set approximately 20% higher than the direct contractor cost. This covers a percentage of MCC overhead and staffing costs.
- Non-residents pay 10 – 20% more for MCC classes than tax district residents.

Minimum required enrollment is set by the vendors in the county contracts. Vendors are paid per registered enrollee.

The MCC uses contracted professional janitorial services who service the facility daily.

Thank you.
McLean Community Center

From: Louise Epstein
Sent: Friday, October 6, 2023 3:29 PM

To: feedback@mcleancenter.org

Subject: Written Comments on MCC FY 2025 Budget

Dear MCC Board and Executive Director,

I am writing these comments as an individual, rather than as a representative of any organization.

I've lived in McLean since 1993. My children, my husband and I have participated in MCC classes, attended MCC-sponsored community events and concerts, visited the MPA galleries, and attended meetings at the MCC.

The most common longstanding complaint I've heard from McLean residents is that MCC classes and programs are not a good deal. McLean residents don't understand why they don't get free or much more heavily discounted classes and programs in exchange for paying the MCC surtax.

People who pay the MCC surtax generally get a 10% to 20% discount off the rack rate charged to people who do not pay the surtax. For example, non-residents pay \$174 for eleven 55-minute Cardio, Strength & Balance classes, while MCC district residents pay \$158, which is only a 10% discount for residents.

Also, the MCC cancels classes if registration fees are unlikely to more than cover marginal costs. For example, if 14 MCC residents sign up for a class that will lose \$200 if it is scheduled with 14 students, the MCC will cancel the class. At the same time, the MCC will intentionally lose more than \$10,000 on free events and on a variety of Alden Theatre performances and events, many of which may be attended largely by people who do not pay the MCC surtax.

In sum, I would like to see the MCC offer at least a 50% Small Tax District Resident discount on classes and youth programs. I also would like the MCC to revise its program policies, so that classes are offered if more than 90% of the people registering for those classes in advance live in the Small Tax District, even if that means that a class might lose money. To pay for these costs, I would like the MCC to reduce the amount spent on programs that attract a higher percentage of participants who do not live in the Small Tax District and do not pay the MCC surtax.

Sincerely,

Louise Epstein
(MCC tax district resident)

P.S. MCC public areas have started to smell like urine. Please allocate more of your budget to housekeepers and janitors, and to replace soiled carpets and benches.

At the conclusion of public comments about FY2025 budget, Chair Rahman gave the following remarks:

We thank members of the public for contributing their feedback this evening. The MCC Governing Board takes your suggestions very seriously. We will continue accepting written comments about the FY2025 Budget through October 6; all such written public input will be included in the Minutes record of tonight's meeting. Our vote on FY2025 Budget will take place in the October 25 Regular Meeting. The FY2025 Budget proposal thus voted on will be sent to the county as a "DRAFT;" it will not be finalized by Fairfax County until May/June 2024.

You are welcome to attend our future meetings; all MCC Governing Board meetings are open to the public. You can view the board schedule on MCC's website at: <https://mcleancenter.org/about/governing-meetings/meetings-agendas>

We have very strict county regulations and stringent oversight of our operations in all areas, and we work hard to meet these needs in being responsive to our taxpayers. We are committed to transparency and making the process open to the public. We welcome you back to future events at the McLean Community Center to see the value of your tax dollars at work.

**Chair Rahman thus adjourned the Public Hearing on FY2025 Budget
and transitioned to business matters of the Regular Meeting.
He reiterated that a further opportunity for members of the public to express
comments of a *general* nature would occur later in this meeting.**

APPROVE MINUTES OF RECENT MEETINGS

Minutes of July 26, 2023 Regular Meeting were reviewed. No changes were requested; Minutes were accepted as written.

MOTION: To approve Minutes of July 26, 2023, Regular Meeting.

Approved by a vote of ten: Rasheq Rahman; Lisa Mariam; Sophia Bruno; Katie Gorka; Gloria Marrero Chambers; Kathleen Cooney Porter; Matt Colsia; Kristina Groennings; Anna Bartosiewicz; Ari Ghasemian – all voting “AYE.”

Eleanor Ague was absent.

Minutes of September 6, 2023 Meeting-of-the-Whole on FY2025 Budget were reviewed. No changes were requested; Minutes were accepted as written.

MOTION: To approve Minutes of September 6, 2023, Meeting-of-the-Whole on FY2025 Budget

Approved by a vote of ten: Rasheq Rahman; Lisa Mariam; Sophia Bruno; Katie Gorka; Gloria Marrero Chambers; Kathleen Cooney Porter; Matt Colsia; Kristina Groennings; Anna Bartosiewicz; Ari Ghasemian – all voting “AYE.”

Eleanor Ague was absent.

CHAIR’S REPORT **remarks by Board Chair Rahman*

Personally, I and many on the board have been very busy in the budget season; it has gone well. We have a new Comptroller [Matt Hockensmith] and new Governing Board members. I was really pleased with this process – we’ve gone through multiple iterations of hearing from the public and engaging with the public on this. So, that has gone well.

I’ve been fortunate to attend a few recent events. I was at OFC Block Party and was excited to see Sophia Bruno and Eleanor Ague! Thank you to our Youth board members for representing the Governing Board at the OFC Block Party. It was very interesting to see the children’s entrepreneurship event [at OFC Block Party]. It’s really cool to see that we’re working with the community and partnering on different initiatives, including working with the moms group about the children’s playground [in MCP]. There are a lot of opportunities for us to really get embedded in the community, especially as we come up to MCC’s 50th anniversary year.

The other aspect that has been personally exciting is the work we’re doing on sustainability. We mentioned the program to do a study of MCC. As we think about how MCC operations move forward, we want to understand what is possible and what are the initiatives... there have been a lot of changes recently. In two ways we are really ‘living the values’ of our new strategic plan: “Being visible...” in the community and “Welcoming all...” I think the investment we are making as a board to make the OFC ADA-accessible, from the doorway all the way through to the bathrooms, really does meet that goal.

EXECUTIVE DIRECTOR’S REPORT **remarks by Executive Director May-Salazar*

Our Fall Season is off and running. We’ve had three great events over the past couple of weeks:

- Beautiful weather for parking lot sale and OFC Block Party – we reached estimated 1,200 and 1,800 participants respectively for those events.
- Last weekend we were only game in town! We moved Harvest Happenings indoors during the very rainy, very windy Saturday weather – we reached approx. 500 very grateful and engaged participants! We received many “thank you’s” for not cancelling the event and just shrinking it a little bit and having everyone inside. That was really wonderful!

This Fall, we are rolling out our new survey vehicles:

- In Programs & Outreach Committee report, Chair Bartosiewicz will provide more detail on the rollout of the new Community Feedback Survey
- Also, we are about to roll out new ‘universal questions’ for all our post-event surveys that tie to our strategic plan measurables. These questions are still being refined but will, in essence, include 6 basic questions:
 - My MCC program or service was a high-quality offering
 - My MCC program or service taught me something new, improved an existing skill, offered an important service, or otherwise improved my quality of life in some capacity
 - My MCC program or service was provided at a reasonable cost
 - The setting for my MCC program or service was appropriate, clean and accessible
 - MCC employees were effective, helpful and courteous
 - I would recommend MCC programs or services to others

In October we will be highlighting some of our FY24 Strategic Plan Initiatives. Even though the strategic plan was written after FY24 budget was actually developed and plans were well underway, we are already working on many of our initiatives.

ACTION ITEM: At October 25 board meeting, we will highlight some of our FY24 Strategic Plan initiatives.

Finally, I would like to update you on some of our Capital Facilities projects:

- As you probably saw when you arrived tonight, work is underway on the first part of our stormwater drainage project outside along the Ingleside Avenue side of the building. This work should prevent water from reaching the building. This part of the project is being overseen and paid for by Fairfax County.
- The second part of this project will be on the rear side of MCC building, where we are regrading the sidewalk and immediately surrounding grounds – so that water moves away from the building instead of into the building (the current situation). We have had a contractor out to review the project and we are waiting for a cost estimate. We anticipate this work happening this Fall.
- Work has begun on the replacement of the roof hatches and repairs to the roof over The Alden Theatre.

PROGRAMS & OUTREACH COMMITTEE **remarks by Chair Bartosiewicz: high-level overview of discussion on Sept. 13*

I would like to give a high-level overview of the exciting things we have been reviewing.

*We had a detailed discussion about MCC’s refund policies for cancellations: revisiting the current policies and discussing some alternatives to discourage folks from cancelling at the last minute (for MCC programs, camps, etc.).

*We talked about the Community Feedback Survey (Betsy and the staff have been concentrating on it in past 6 months). This is intended as a survey to collect community feedback. While there have been previous surveys, this is planned to be a cyclical, recurring annual survey – collecting information from McLean residents to help guide the future vision for MCC and the programming options. It will be an annual evaluation starting this Fall: slated to be open from October 1 until January 15, 2024. The goal is to get at least 500- 700 responses... more would be even better! To that end, there will be an extensive marketing campaign; a QR code so folks can access the survey directly on their personal device. The survey will also be attainable at MCC events on iPads. A direct marketing campaign is going out with postcards to residents. Governing Board members and MCC staff members can help encourage interest and administer the survey to the public.

The survey will have three main sections:

1. User profile (so we know who is answering the survey)
2. General satisfaction (How are you enjoying the current offerings of MCC?)
3. Questions related to ideas and issues that have come up from the public in previous program hearings.

As the survey will be hosted online, it will be available in multiple languages. The vehicle mechanism for the survey is Survey Monkey.

GOAL: to be able to present the results of the survey at the annual Public Hearing on Programs in March 2024.

PURPOSE: To establish a good feedback method for collecting information, presenting the information, and then implementing the results from the survey.

OLD /NEW BUSINESS

Chair Rahman opened the floor for any items of old or new business to be discussed.

Question: Do we have a written policy on use of the building by homeless people? I know it has come up and I'm just curious.

Clarification by Executive Director May-Salazar: We have a Code of Conduct. Everyone using the community center is required to comply with that Code of Conduct.

Question: Does the Code of Conduct address the issue... the unique aspects of that dimension? Do you feel that it does?

Clarification by Executive Director May-Salazar: I do.

Question: So, it hasn't been a problem? People aren't concerned? I'm just thinking about safety and sanitary issues. Have you no concerns?

Clarification by Executive Director May-Salazar: I wouldn't say there is no concern. There is a process that we follow to engage with the county and to engage with services when it's necessary.

Response from same board member questioning: O.K. – great. Thanks.

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

PUBLIC COMMENT (GENERAL TOPICS)

In-person comments: Chair Rahman welcomed members of the public in attendance to express verbal remarks about any topic. Individuals who had requested in advance would speak first, followed by those in attendance who wished to speak. Each person would be required to state aloud their residential address for verification as a Small District 1A-Dranesville resident and would be allotted three minutes to speak.

There were no advance requests to speak.

1. **Deb Bissen (McLean Project for the Arts)** **she distributed a publicity card about upcoming MPA events*
I'm Deb Bissen with McLean Project for the Arts. I'm happy to be with you tonight. Welcome to the new Governing Board members – we look forward to working with you. We are excited about MPA ArtFest coming up this Sunday. Maybe you have seen some of the signposts; banners have gone up already, so it's starting to look like Artfest. We will be having tents set up on Friday and hopefully the weather will be cooperating for a beautiful day on Sunday. We are grateful to MCC for your support of this event, and are looking forward to a fabulous celebration with the entire community. We had to cancel last year for the hurricane -for the first time. So, we are excited to be back in the park. At 9:45 a.m. on Sunday morning, we will have a VIP photo op of sponsors – people on our MPA board and in the community. You are all invited to join us if you would like to be a part of it. We will have art for sale, music, food, art activities for kids – so it's a really nice day in the park, if you haven't had a chance to be in the park.

We are also expanding our partnership that we started last year with The Alden Theatre by opening the Gallery for special hours when The Alden has a performance when it seems like those patrons would also be interested in seeing the art. The first opportunity will be on Friday, October 13 “Pirate of Penzance” performance. We hope some people will see our current exhibition: “Not Strictly Painting,” which is an open call to the DMV area; we have over 50 artists participating. It's a really great show. We are also having an “Artist Talk,” which is open to the public on Thursday evening, October 19. And a “Tea and Talk” daytime event on Wednesday, October 25. Everything we offer is free to the public.

ArtReach tours are also happening. ArtReach is our arts education that we provide to under-resourced areas of the county (senior centers; non-profits that serve people with disabilities; Title 1 public schools). For this current exhibition, we will have groups coming in from Lewinsville Senior Center, Wellness Center for Older Adults (which is in Fairfax), and the new Mather Senior Living Community (which is opening soon at Tysons). We work also with the Special Education classes – we sometimes go their class and also have them here for a tour. It's really nice to share our exhibitions with the community as we make arts education accessible for those who haven't had the opportunity to visit MPA.

Fall art classes start soon! So, if you've ever thought about taking an art class: some classes are fine for beginners – you don't have to be an artist already. It's just a nice way to do something for fun! And we would love to welcome you sometime.

2. Wendy Borchardt

I'm Wendy Borchardt and I'm a resident of McLean. I would like to make a comment about part of the administration of the Center. I'm concerned about it being open until 11 p.m. on those evenings when there are no performances... no meetings... no classes. I would like to request a report to the board next month of: How many evenings are 'free' where there is nothing happening and the Center is kept open so late? And I think it would be a subject for discussion by all of you if it was a significant cost -to have people sitting at that desk until a late hour when nothing is going on. So, as a resident, I don't know that information, and I'm requesting it for a report at the next board meeting, please.

RESPONSE TO MS. BORCHERDT'S REQUEST – e-mail from Betsy May-Salazar on 9/28/23:

Good afternoon Ms. Borchardt,

Thank you so much for attending our Governing Board meeting last night and providing comment.

Please find our response to your question regarding the MCC hours below.

The McLean Community Center is a place for McLean community members to gather both formally and informally. We have residents using the building in a variety of ways—attending community meetings, classes and performances; meeting with study groups; working at tables in our lobby, etc. Our schedule is set to provide consistent hours, so the community knows when we are open as a resource. Our hours are Monday-Thursday, 8 a.m.-11 p.m.; Friday, 8 a.m.-midnight; Saturday, 9 a.m. -midnight; Sunday, noon-6 p.m. We must have consistent hours to schedule staff and accommodate the robust rental and space use program. Often, there are spaces in the building that are in use that are not immediately visible to the public, such as performance rehearsals and preparations for technical work and performances in the theater. As a community resource, MCC emphasizes careful stewardship of the spaces and staff time to provide maximum benefit to Small District 1A-Dranesville taxpayers.

We will include your question and our response in the Minutes of the meeting.

Sincerely,

Betsy May-Salazar

Executive Director - McLean Community Center

Written comments: No written comments were received.

At the conclusion of this general Public Comment segment, Chair Rahman stated aloud for the record:

We thank members of the public for contributing their feedback. The MCC Governing Board takes your suggestions very seriously. Comments are noted in the Minutes record. You are welcome to attend our meetings. All MCC Governing Board meetings are open to the public. You can view the board schedule on MCC's website at: <https://mcleancenter.org/about/governing-meetings/meetings-agendas>

We have very strict county regulations and stringent oversight of our work in all areas, and we work hard to meet these needs in being responsible to our taxpayers. We are committed to transparency and making the process open to the public. We welcome you back to future events at the McLean Community Center to see the value of your tax dollars at work.

ADJOURNMENT

Chair Rahman announced that all business matters were now concluded and adjourned the meeting at 7:20 p.m.

Respectfully submitted, Holly Novak - Executive Assistant

FY2025 Budget Proposal is attached below.

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



McLean
Community
Center

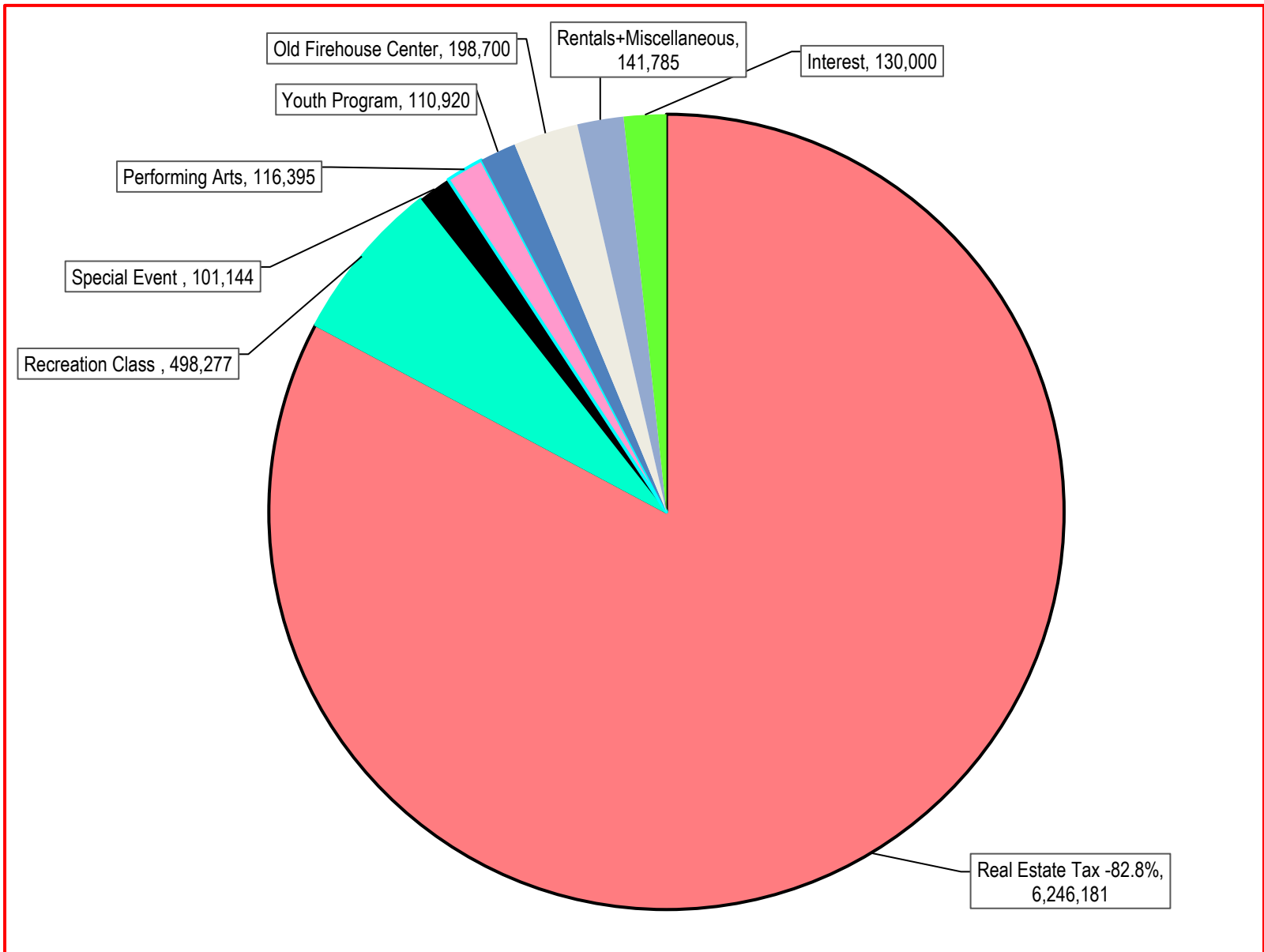
The Center of It All

Prepared for MCC Board Meeting
Wednesday, Sept. 27, 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 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

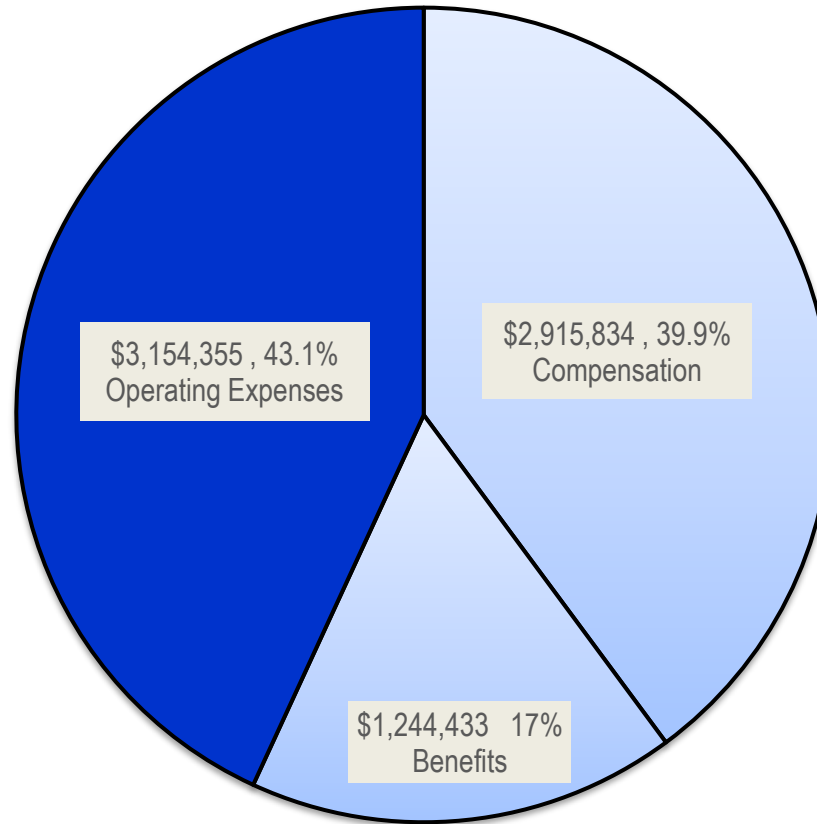
McLean Community Center

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%

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

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:

 PC Replacement - County \$40,000

 Telecom Usage Fees \$32,000

 Postage (Board Elections) \$20,000

 Telecom Equipment Fee - County \$17,000

 Tech Infrastructure - County \$15,000

 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:	
Contract Services	\$ 85,000
Printing	\$ 65,000
Comm. Media	\$ 50,000
Postage	\$ 40,000
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
Refuse Disposal	\$ 8,000
Water	\$ 4,000

Facility Operating Expenses are 8.8% of Total Operating Expenses

FY25

Instruction Classes including MCC Specialty Camps

Program	FY25 Proposed Budget				
	Offered Classes	Projected Registrants	Projected total reach	Expenses	Revenue
AIM Dance	129	820	9,500	\$192,007	\$242,166
Body Moves Fitness	65	350	2,870	\$34,337	\$39,374
Dog Solve-Self Defense	8	55	429	\$5,949	\$3,259
FunFit	13	143	1,216	\$10,528	\$16,714
Joel Olson (Cooking)	78	400	472	\$39,535	\$43,541
Sports	10	70	470	\$3,624	\$4,060
Music Together	80	600	4,320	\$38,358	\$39,983
Fencing	16	88	421	\$9,271	\$12,644
Magnus Chess	7	109	654	\$36,973	\$45,900
Emily Weeks Fitness	10	185	1,665	\$2,693	\$3,087
CPR Class / Baby Sitting	6	30	30		
Mad Science	5	75	375	\$33,863	\$44,176
SIA Membership based	Continuous	120	4,480	\$10,167	\$3,352
Operating Expenses				\$57,804	
Instructional Department TOTAL	427	3,045	26,901	\$475,108	\$498,258

Total Expenses	\$782,270
Compensation And Benefits	\$ 306,915
Operating Expenses	\$475,108
Key Expense Incl:	
Instructors Fees	\$417,551
Finance Charges (Registration Fees)	\$ 33,400
Supplies	\$ 10,000
Commercial Media	\$ 5,000
Printing	\$ 3,900

Instruction expenses are 15% of Total Operating Expenses.

** Offered Classes Include Varying Numbers of Individual Lessons

FY25

Special Events

Program	FY25 Proposed		
	Attendees	Expenses	Revenue
July 4th	4500	\$92,000	
Fall Parking Lot	1200	\$4,000	\$1,200
McLean Pet Fest	1500	\$32,200	\$1,200
McLean 5K	500	\$11,600	
McLean Uncorked	1000	\$20,500	\$3,600
Downtown Partner Block Party		\$20,000	
Winter Lights		\$21,150	
Antique Show- Revenue Supports			
McDonald Fund	1000	\$6,000	\$6,000
McLean Holiday Craft Show	2300	\$12,500	\$6,000
Earth Day	300	\$10,000	
Spring Parking Lot Sale	1200	\$4,000	\$1,200
McLean Day	20000	\$233,250	\$87,944
Fiesta Del Sol	1500	\$60,000	
Operating Expenses		\$14,450	
Total Expenses	35000	\$541,650	\$107,144

Total Expenses \$844,893

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

Key Expense Incl:

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

Special Event Op. Expenses are 17% of Total Operating Expenses.

FY25

Performing Arts

Program		FY 25 Proposed			
Events	# of events		Projected total reach	Expenses	Revenue
Adult Series	10		2,300	\$ 166,500	\$ 51,500
Family Series	17		2,475	\$ 148,955	\$ 34,350
Outdoor Concerts	9		1,800	\$ 62,465	\$ -
Speakers and lectures	2		400	\$ 1,847	\$ 6,500
Movies	25		1,250	\$ 1,440	\$ -
Library Speakers	1		300	\$ 6,660	\$ -
Chamber Music	5		300	\$ 19,560	\$ 1,500
Celebrations	5		450	\$ 37,440	\$ 3,500
Innovations	7		320	\$ 42,100	\$ 5,400
Music education(School Shows)	2		700	N/A	N/A
Recurring Classes with Performances	# of events	Projected participants	Projected total reach	Expenses	Revenue
Martin Luther King Jr Residency & Program	5	120	370	\$ 53,630	\$ 5,650
Youth productions	1	12	571	\$ 36,385	\$ 4,700
UTP	Continuous	12	1,105	\$ 22,895	\$ -
Improv Classes	6	60	656	\$ 7,265	\$ 6,000
Macdonald Competition	5	36	154	\$ 7,425	\$ 600
Camp Shakespeare	2	32	340	\$ -	\$ 2,200
Community Arts	N/A	N/A	N/A	\$ 550	\$ 7,800
Rentals	9	1,250	1,250	\$ 500	\$ 2,480
Overhead				\$ 280,934	
GRAND TOTALS	111	1,522	14,741	\$896,551	\$132,180

** Recurring Classes include varying numbers of sessions, and in some instances Performances.

Total Expenses: \$1,692,372

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

Expense:

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

Perf Arts Op. Expenses are 28% of Total Operating Expenses.

FY25

Youth Programs

Program	FY 25 Proposed			
	Projected Registrants	Projected total reach	Expenses	Revenue
Harvest Happenings	725	725	\$11,714	\$500
Holiday Gingerbread	120	120	\$4,287	\$2,000
Santa Event - Photshoot/Cookie Decorating	250	250	\$6,808	\$2000
Spring Fest	500	500	\$8,574	\$1,400
Touch a Truck	1200	1200	\$3,675	
Parent/Child Dance	225	225	\$6,256	\$2,750
Youth Sub Total	3020	3020	\$41,314	\$8,650
Camp McLean **	230	2200	\$63,850	\$102,270
Total	3250	5220	\$105,164	\$110,920

Total Expenses \$278,060

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

Key Expense Incl:

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

Youth Operating Expenses are 3.3% of Total Operating Expenses.

** Camp McLean includes multiple days in each camp

FY25

Old Firehouse Center

Program	FY 25 Proposed			
	Projected Registrants	Projected Total Reach	Expenses	Revenue
After School Membership (School Year)	50	1,000	\$ 9,000	\$ 12,500
OFTC Camp (CAMP)	250	1,250	\$ 130,100	\$ 133,200
Family Events	4,500	4,500	\$ 63,305	\$ -
Friday Night Activities (FNA)	1,500	1,500	\$ 32,250	\$ 35,000
Break Trips (BT)	500	500	\$ 34,000	\$ 18,000
Rental WD (Facilities)	7,000	7,000		\$ 5,000
Rental WE (FAC)	6,000	6,000		\$ 50,000
Facility Maintenance Expenses			\$ 126,020	
Total Expenses	19,800	21,750	\$ 394,675	\$ 253,700

** ASP and Camps have multiple Days.

OFC Operating Expenses are 12.5% of total Operating Expenses.

Total Expenses **\$826,975**

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

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	\$25,000	
Digital Sign - McLean Central Park					TBD
Total MCC - OFTC Projects	\$0	\$366,765	(\$15,569)	\$351,196	\$800,000
Total Capital Expenses - Theatre + MCC Projects	\$170,500	\$923,788	(\$15,569)	\$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.
- \$25,000 new allocation for signage at MCC and OFC.
- \$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?