



**2024 - 2025 MCC Governing Board  
Capital Facilities Committee  
August 28, 2024 - 5:30 p.m.**

**MINUTES**

**Committee members ALL present:** *in-person:* Doug Jeffery, Chair; Kathleen Cooney Porter; Ron Keesing  
Peter Pin

**Other Board members present:** None.

**MCC Staff present:** Betsy May-Salazar, Executive Director; Jennifer Garrett, Technical Director; Matthew Hockensmith, Comptroller; Joe McGovern, Facilities Manager; Sarah Schallern Treff, Performing Arts Director

**Guests:** None.

**CONVENE MEETING**

Chair Doug Jeffery convened a meeting Capital Facilities Committee of the Governing Board of McLean Community Center on August 28, 2024, at 5:30 p.m. No changes to the agenda were requested; it was adopted by acclamation.

**CAPITAL FACILITIES COMMITTEE OVERVIEW**

Summary: Chair Doug Jeffery provided overview of the committee purpose and meeting schedule. Executive Director Betsy May-Salazar provided an overview of the capital facilities process and how it informs the budget. Purpose of this meeting was to review the changes to the FY25 budget and the proposed FY26 budget and for the committee to make a recommendation to the board for inclusion in the FY26 budget.

**FACILITIES UPDATE**

Summary: Facilities Manager Joe McGovern reviewed the capital facilities projects that are in progress: Roof above Alden Stage recently completed; OFC Sensory Room in production; Signage ongoing; Storage Sheds – exploring options for repair or replacement; HVAC units replacement in process; Vehicle replacement vans are in production expected late Fall; ADA Upgrades at the Old Firehouse in final design review, work planned for January – April 2025 and OFC programs being relocated to MCC during this time period. Technical Director Jennifer Garrett reviewed the house lighting project noting that it is on schedule with projected completion of October 1.

**DISCUSS CIP LIST - Capital Improvement Projects approved for FY2025 and proposed for FY2026**

Summary: Executive Director May-Salazar reviewed the FY25 requested changes to the Capital Facilities Budget which include select recommended items from the recent Energy Study totaling \$474,745 as well as the emergency replacement of 3 HVAC units – 2 at the OFC and 1 at MCC totaling \$117,285. She noted that emergency projects do not need prior approval by the Board but that the MCC Chair, Vice-Chair and the Capital Facilities Chair were notified in July when it was determined that the HVAC units needed to be replaced. The FY26 draft budget includes the replacement of the Alden Theatre audio booth console due to age of system at an estimate of \$68,000. In addition, the McLean Central Park Pavilion Infrastructure is included as an item to be considered at a TBD cost. Staff plans to assess MCC’s additional power and infrastructure needs once the Pavilion is unveiled this Fall and MCC hosts in annual summer concert series in the Summer 2025. Based on this experience staff will begin to explore the benefits of added infrastructure. Additional FY26 projects that are under consideration with TBD costs include a review of the landscaping at MCC; replacing a portion of the flooring at OFC; and repaving/repairing the MCC Parking lot.

Additional conversation took place around the security camera project at MCC and it was determined that staff would look further into upgrades to the current interior and perimeter camera system to see if improvements can be made



to include monitoring the cameras from staff desktops rather than in utility closet and improving the quality and range cameras at the exterior entrances to MCC. There was consensus that this was more important to staff operations and safety at this time, rather than the addition of cameras in the parking lot.

A question from a board member asked if staff could share a year-over-year analysis of the CIP budget and expenses showing budget, actuals and roll forward. Executive Director May-Salazar explained that the pattern has not been consistent over the past several years – beginning with the renovation followed by COVID-19. A summary will be shared with the committee. Further clarification was made regarding the TBD items in the budget: at this point approval is for moving forward with the concept and budget figures to be reviewed at a future date once projects are more developed.

### **DISCUSSION OF ENERGY STUDY PROPOSAL**

Summary: Energy Study was presented to the full Board in the July 24 meeting; total estimated costs approximately \$1.4M. Staff proposing move forward with three of the projects with total estimated costs of \$524,745. All projects provide utility cost savings; decreased carbon emissions; and demonstrated dedication to sustainability and economic use of taxpayer dollars.

1. **LED Lighting Updates:** estimated cost \$136,880. Work will eventually be required as everything converts to LED; will provide more even light levels and tone; will provide more uniform and constant lighting look throughout the facility as a whole; and will reduce maintenance.
2. **Controls** – New DDC System with Advanced Energy Strategies & Demand response: \$378,023 estimated cost. New system will allow for remote diagnostics and control of building systems; improved occupant comfort; improved equipment lifespan - because sequences are more efficient; prevent patrons from adjusting thermostats beyond parameters set by MCC; data trending - to diagnose issues and generate historical reports; reduced maintenance.
3. **Building Envelope Improvements:** estimated costs \$9,843. Project will improve occupant comfort and humidity control.

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Projects NOT being proposed by staff:

**Solar Photovoltaic:** estimated cost \$768,113. County interested in exploring solar options as part of the energy studies at all county locations. MCC is not a candidate for roof solar because of multiple levels of roofs and shading. Proposal included option for construction of a large carport in parking lot to hold solar panels. This is not being recommended by staff due to high cost, and the location in parking lot that would hinder MCC events and circulation for large vehicles in parking lot. Joe McGovern provided an overview of option related to credit buy backs provided now through Dominion Energy as well as a project the county is considering county-wide for future years. A discussion took place and consensus was the Dominion Energy program was a good option at a minimal cost for MCC to pursue as a demonstration of MCC's commitment to sustainability.

**EV Charger:** estimated cost \$1,407,859. Clarification was made that the EV Charger option was added by the energy consultant in case MCC wanted to implement before the roll out of the Fairfax County EV Charger station program. A consensus was reached that MCC should continue to show interest in participating in the county initiative on the county timeline. If deemed an appropriate location, EV charging stations would be built and managed at no cost to MCC.

Recommendations were accepted by the committee and will be included in the changes to the FY25 Capital Facilities Budget. It was requested that a summary of the Energy Project initiatives that MCC is pursuing be created to be shared with residents.



*Summary:* Chair Jeffery made a MOTION to accept this proposed CIP list for FY2025 changes and FY2026 Budget and recommend to the Governing Board.

**MOTION:** To accept this proposed CIP list for FY2026 Budget and changes to FY2025.

**Approved by a vote of four:** Kathleen Cooney Porter, Ron Keesing, Doug Jeffery, Peter Pin - all voting "AYE."

**ADJOURNMENT**

With no further business, Chair Jeffery thanked everyone for attending and adjourned the meeting at 6:30 p.m.

Respectfully submitted – Holly Novak, Executive Assistant

<b>McLean Community Center</b>					
<b>Capital Improvement Projects</b>					
<b>Project Description</b>	<b>FY25 Budget w/carryover</b>	<b>FY25 Mid Year Adjustments</b>	<b>FY25 Budget Revised</b>	<b>FY26 Budget</b>	<b>Comments</b>
<b>THEATRE PROJECTS</b>					
AV/IT/Dante Cat 6e Wiring Infrastructure Installation in Theatre Installation	208,535	-	208,535	-	Re-evaluating project scope
House Light/Worklight LED Renovation - Installation (Replacement)	494,645	-	494,645	-	Estimated completion Oct 24
Theatre Chain Hoist System	22,000	-	22,000	-	Target completion FY25
Theatre Cyclorama motorized Roll Drop	30,000	-	30,000	-	Target completion FY25
Replacement of Controllers for Dimmer Rack	20,501	-	20,501	-	Completed
Equipment - Audio Booth Console	-	-	-	68,000	Due for replacement due to age - will assess
McLean Central Park Pavillion Infrastructure	-	-	-	TBD	Future Consideration - Will evaluate need after FY25 Concert Series
<b>Total Theatre Projects</b>	<b>\$775,681</b>	<b>\$0</b>	<b>\$775,681</b>	<b>\$68,000</b>	
<b>MCC - OFC PROJECTS</b>					
ADA Upgrades - Old Firehouse	800,000	-	800,000	-	Target completion FY25
MCC Energy Study/Implementation	50,000	474,745	524,745	-	Study Complete - estimated budget for LED Upgrades, New DDC System, Building Envelope Improvements
Roof Above the AldenStage	49,577	-	49,577	-	Completed - awaiting final invoice
Sensory Room - Old Firehouse	42,050	-	42,050	-	Contracted - Target completion FY25
Signage - MCC, OFC	21,413	-	21,413	-	Continuing
Storage Sheds - 2 - Theatre and Sp Events	35,000	-	35,000	-	
Digital Sign - McLean Central Park	TBD	-	TBD	-	In design/feasibility process
Security Cameras	TBD	-	TBD	-	Quote for \$97,000 for discussion at CIP meeting
OFC HVAC Replacement of 2 Units	-	81,285	81,285	-	Emergency Replacement - Not originally budgeted - Aug/Sept 24
MCC HVAC Replacement of 1 Unit	-	36,000	36,000	-	Emergency Replacement - Not originally budgeted - Aug/Sept 24
Vehicle Replacement - 2 Ford Transit Vans	-	-	-	-	In production - Paid \$60,758 in FY24 Est. delivery Nov 2024
MCC Landscaping Development	-	-	-	TBD	Evaluating Project
OFC Flooring Project	-	-	-	TBD	Obtaining cost estimate
Repaving/Repair of MCC Parking Lot	-	-	-	TBD	Obtaining cost estimate
<b>Total MCC - OFC Projects</b>	<b>\$998,039</b>	<b>\$592,030</b>	<b>\$1,590,069</b>	<b>TBD</b>	
<b>Total Capital Expenses - Theatre + MCC Projects</b>					
	<b>\$1,773,720</b>	<b>\$592,030</b>	<b>\$2,365,750</b>	<b>\$68,000</b>	