
**A2024-2025 MCC Governing Board
Finance Committee
August 28, 2024 – 6:30 p.m.**

MINUTES

Committee Members ALL Present: *in-person:* Kathleen Cooney Porter, Treasurer; Katie Gorka; Doug Jeffery; Sonya Thott

Other Board Members Present: None.

MCC Staff Present: Betsy May-Salazar, Executive Director; Matt Hockensmith, Comptroller; Sarah Schallern Treff, Performing Arts Director; Jennifer Garrett, Technical Director

Guests: None.

CONVENE MEETING

Treasurer Kathleen Cooney Porter convened a meeting of the Finance Committee of the Governing Board of McLean Community Center on August 28, 2024, at 6:35 p.m. No changes were requested to the Agenda; it was adopted by acclamation.

REVIEW PROPOSED FY2026 BUDGET *FY2026: July 1, 2025 through June 30, 2026

Comptroller Matt Hockensmith presented a high-level overview of FY26 budget scope and priorities. This meeting was an opportunity to ask questions and gain understanding on any points needing further clarification.

Summary: The proposed FY26 budget is a balanced budget with Total revenue projections of \$7,898,507 - a 3.4% growth over FY24 actuals and Expenditure projections of \$7,798,676. (Full presentation is attached) The budget will be reviewed by the full board at the Finance Committee Meeting-of-the-Whole on September 4 and at the Public Hearing on FY26 budget on September 24 and will be approved by the Governing Board at the MCC Governing Board Meeting on October 23.

The following questions were addressed:

- * Regarding tax rate change in 2015 – understanding that the rate was reduced for a few years and then returned to the current 2.3c/\$100 of Assessed Values. More details will be provided to the committee.
- * Why Pooled Interest is budgeted lower than FY24 Actuals? County recommendation to project the interest rate conservatively. Also, staff anticipates spending more in capital projects thus reducing the balance.
- * In Instructional Classes: clarity on correlation between “Classes Offered” and budget. Staff will review the section and make any needed clarifying corrections prior to the next presentation of the draft budget.
- * What does McLean Day revenue consist of? Exhibition booth fees and revenue share with rides vendor. Note that vendor contract will be recompeted in FY26 and this projection could change.
- * Capital Facilities Committee approved the FY26 Capital Facilities List and changes to the FY25 Capital Facilities budget and recommended to include in the FY26 proposed budget. Fund Balance will be updated to reflect these changes.

A discussion took place around the 250th Anniversary of the United States in 2026 and any plans MCC has for the year. Staff shared that Fairfax County does have a committee for the 250th and staff has been in discussion with Celebrate Fairfax, who is represented on the committee about MCC’s inclusion in those plans as appropriate. In

addition, Governing Board Member Gloria Marrero Chambers is a member of the 250th Anniversary Committee for Virginia.

After all questions had been addressed, Treasurer Cooney Porter made a MOTION to forward the proposed FY26 Budget, with noted adjustments, for consideration by the full MCC Governing Board at a Meeting-of-the-Whole to be held on Wednesday, September 4, 2024.

MOTION: To forward the proposed FY2026 Budget, with noted adjustments, for consideration by the McLean Community Center Governing Board at Meeting-of-the-Whole on September 4.

Approved by a vote of four: Kathleen Cooney Porter; Katie Gorka; Doug Jeffery; Sonya Thott – all voting “AYE.”

OPPORTUNITY FOR PUBLIC COMMENT ABOUT FY2026 BUDGET

Small District 1A-Dranesville residents are welcome to contribute their input as taxpayers who support the McLean Community Center. Following are opportunities for the public to engage with MCC’s FY2026 Budget development process:

1. Attend and observe Finance Committee Meeting-of-the-Whole on Wednesday, September 4 at 6:30 p.m.
2. Express verbal comments at upcoming Public Hearing on FY2026 Budget - Wednesday, Sept. 25 at 6:30 p.m.
3. Written comments by Small District 1A-Dranesville residents may be submitted from now through October 14: feedback@mcleancenter.org

OLD /NEW BUSINESS

Treasurer Cooney Porter opened the floor to any items of old or new business. Nothing was mentioned as a topic for further discussion this evening.

ADJOURNMENT

There being no further business, Treasurer Cooney Porter thanked everyone for attending and adjourned the meeting at 7:25 p.m.

Respectfully submitted, Holly Novak - Executive Assistant



MCC PROPOSED BUDGET

FISCAL YEAR 2026

Prepared for MCC Finance Committee

Wednesday, Aug. 28, 2024

Executive Summary



McLean Tax District

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.



50 Year Anniversary

MCC celebrates 50 years of serving the McLean Community. This year long celebration spans FY25 and FY26. Expenses are expected to be \$115,000 in FY26.



Capital Improvement

MCC continues with many ongoing Capital Improvement Projects within the Center, The OFC, and Alden Theatre. Project considerations are being made for FY26 and will be brought for Governing Board Approval.



Program Revenue

FY26 Program Revenue is expected to be aligned with FY24 Actuals at \$1.09M.



Total Revenue

Total FY26 Revenue is estimated to be \$7,898,507 - a 3.4% growth over FY24 Actuals.



FY26 Expenditures

Total FY26 Expenditures are projected to be \$7,798,676.



MCC Revenue Sources

Special Events

\$108,000

Performing Arts

\$109,906

Instructional

\$566,282

Youth

\$125,000

Old Firehouse

\$185,000

Rental & Misc

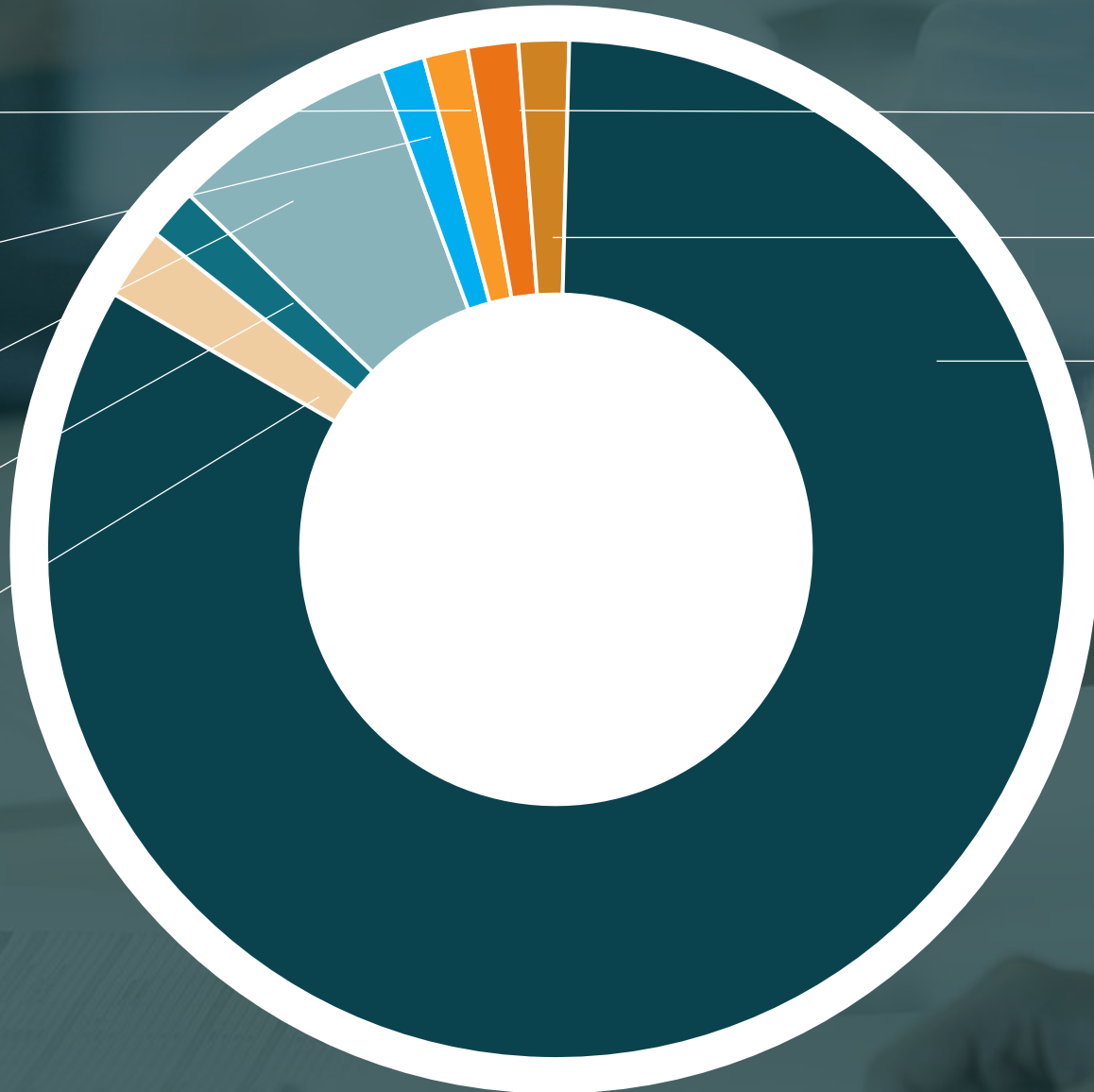
\$124,001

Interest

\$130,000

Real Estate

\$6,554,319



Financial Overview FY24-FY25-FY26

McLean Community Center Operating Revenue						
	FY24		FY25		FY26	
	Actuals		Adopted		Proposed	
Real Estate	6,184,965	81.4%	6,246,181	82.8%	6,554,319	83.0%
Pooled Interest	209,529	2.8%	130,000	1.7%	130,000	1.6%
Total Tax and Interest	6,394,493	84.1%	6,376,181	84.5%	6,684,319	84.6%
Instructional Programs	572,568	7.5%	498,277	6.6%	566,282	7.2%
Special Events	111,088	1.5%	101,144	1.3%	108,000	1.4%
Performing Arts	102,177	1.3%	116,395	1.5%	109,905	1.4%
Youth Programs	128,810	1.7%	110,920	1.5%	125,000	1.6%
Old Firehouse Center	177,908	2.3%	198,700	2.6%	185,000	2.3%
Adjustments	(2,095)	0.0%		0.0%	(4,000)	-0.1%
Net Program Revenue	1,090,455	14.3%	1,025,436	13.6%	1,090,187	13.8%
Miscellaneous & Rentals	114,149	1.5%	141,785	1.9%	124,001	1.6%
Total Revenue	7,599,097	100.0%	7,543,402	100.0%	7,898,507	100.0%

FY26 Tax Revenue Summary

2024 Assessment Year McLean Community Center Taxable Assessments By Classification

Classification	Total Parcels	Total Assessment
Non-Residential	308	\$ 995,595,840
Residential	17,991	\$ 27,501,422,920
Total	18,299	\$ 28,497,018,760



Tax Revenues:

- 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 FY24 tax assessment projections, provided by the County, for FY 2026 tax calculations.
- Actual Assessments for FY26 will not be announced until early 2025. As a result, the tax revenue for FY 2026 is a projection.

FY26 Expenditures Defined



McLean
Community
Center

The Center of It All



Operating Expenses

Operating Expenses represent the expenses used to operate MCC on an annual basis. They include regular costs such as, facility maintenance, utilities, instructor fees, supplies, 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

Personnel Expenses include salary compensation, taxes and benefits, such as health, retirement and workman's compensation. Compensation is determined by Fairfax County.



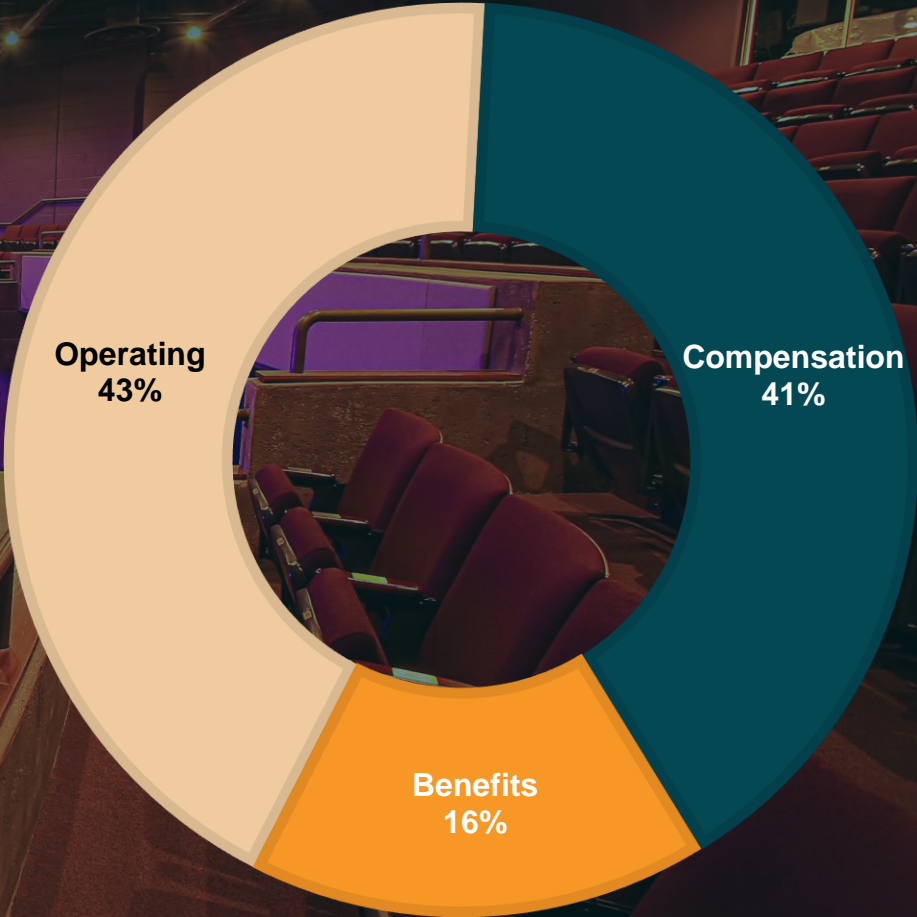
Capital Expenses

Major Expenses used to acquire, upgrade, and maintain physical assets such as property, landscaping, buildings, technology, or equipment. 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.

FY26 Expenditures

Operating	Compensation	Benefits
43%	\$41%	16%
\$3,376,225	\$3,143,902	\$1,270,549

Total Expenses
\$7,790,676



Financial Overview FY24-FY25-FY26

McLean Community Center Expenditures

	FY24 Actuals		FY25 Adopted		FY26 Proposed	
Operating Expenditures						
Administration	1,172,315	17.8%	1,370,957	18.4%	1,384,357	17.8%
Facilities	795,272	12.1%	821,279	11.0%	856,279	11.0%
Public Information	601,035	9.1%	726,341	9.8%	715,831	9.2%
Total Support Expenditures	2,568,621	39.0%	2,918,577	39.2%	2,956,467	37.9%
Instructional Programs	843,287	12.8%	796,881	10.7%	885,030	11.3%
Special Events	629,826	9.6%	850,697	11.4%	889,147	11.4%
Performing Arts	1,442,822	21.9%	1,717,603	23.1%	1,841,170	23.6%
Youth Programs	226,151	3.4%	284,553	3.8%	300,433	3.9%
Old Firehouse Center	851,540	12.9%	837,632	11.3%	891,429	11.4%
Visual Arts	24,240	0.4%	35,000	0.5%	35,000	0.4%
Total Program Expenditures	4,017,866	61.0%	4,522,366	60.8%	4,842,209	62.1%
Total Support + Program Exp	6,586,487	100.0%	7,440,943	100.0%	7,798,676	100.0%

Administration FY26

Executive – Finance – Customer Service

Total Budget:	\$1,384,347
Compensation & Benefits	\$1,201,507
Operating Expenses	\$182,850
Key Expenses:	\$578,000
PC Replacement	\$40,000
Telecom	\$32,000
Postage	\$22,000

Administration operational expenses make up 5.4% of total operating expenditures

Facilities FY26

Building Services – Recreational Aids

Total Budget:	\$856,279
Compensation & Benefits	\$542,779
Operating Expenses	\$313,500
Key Expenses:	
Maintenance Contracts	\$120,000
Maintenance & Repairs	\$70,000
Electricity	\$60,000

Facilities operational expenses make up 9.3% of total operating expenditures

Public Information FY26

Public Information – Media Marketing – Graphic Design

Total Budget:	\$715,831
Compensation & Benefits	\$471,331
Operating Expenses	\$244,500
Key Expenses:	
Printing (Program Guides)	\$80,000
Contract Services	\$60,000
Advertising (General)	\$25,000

Public Information operational expenses make up 7.2% of total operating expenditures

Instructional Classes & Specialty Camps

FY26 Proposed Budget				
Program	Classes Offered	Attendees	Expenses	Revenue
AIM Dance Classes	160	10,250	\$ 189,000	\$ 226,800
AIM Dance Camps		750	\$ 12,000	\$ 14,400
Body Moves Fitness	62	4,500	\$ 48,500	\$ 58,200
Dog Solve-Self Defense	6	220	\$ 4,000	\$ 4,800
FunFit	14	700	\$ 10,500	\$ 12,600
Joel Olson Classes	93	515	\$ 26,000	\$ 31,200
Joel Olson Camps		200	\$ 16,000	\$ 19,200
Sports	11	295	\$ 6,000	\$ 7,200
Music Together	60	4,100	\$ 50,000	\$ 54,000
Fencing	3	60	\$ 3,500	\$ 4,200
Magnus Chess Camps	8	675	\$ 37,500	\$ 45,000
Magnus Chess Classes		350	\$ 7,000	\$ 8,400
Emily Weeks Classes	10	600	\$ 7,500	\$ 9,000
Emily Weeks Camps		450	\$ 9,500	\$ 11,400
CPR Class / Baby Sitting	16	30	\$ 1,000	\$ 1,200
Mad Science Camps	8	1,360	\$ 41,550	\$ 49,860
Mad Science Classes		350	\$ 3,650	\$ 4,400
SIA	3	127	\$ 30,000	\$ 4,422
Workshop, Lectures, Clubs		-	\$ 17,000	
Active Fees		-	\$ 35,000	\$ -
Overhead		-	\$ 11,483	\$ -
Total Instructional	463	25,055	\$ 566,683	\$ 566,282

Total Expenses \$885,030

Compensation and Benefits \$318,347

Operating Expenses \$566,683

Key Expenses:

Instructor Fees \$520,678

Registration Fees \$ 35,000

Instructional operational expenses make up 16.7% of total operating expenditures

Special Events

FY26 Proposed Budget				
Program	Attendees	Expenses	Revenue	
July 4th	4,500	\$ 105,000	\$	-
Fall Parking Lot Sale	1,200	\$ 4,000	\$	1,500
McLean Pet Fest	1,200	\$ 37,000	\$	2,500
McLean 5K	533	\$ 10,000	\$	-
Winter Lights	-	\$ 5,000	\$	-
Antique Show	1,162	\$ 12,000	\$	6,000
Holiday Craft Show	2,000	\$ 14,500	\$	6,000
Fiesta Del Sol	1,500	\$ 60,000	\$	-
Earth Day	300	\$ 7,000	\$	-
Spring Parking Lot Sale	1,200	\$ 3,500	\$	1,500
McLean Day	15,000	\$ 275,000	\$	90,500
Additional Event	1,200	\$ 32,000	\$	-
Operating Expenses	-	\$ 12,000	\$	-
Total Special Events	29,795	\$ 577,000	\$	108,000

Total Expenses **\$889,147**

Compensation and Benefits **\$312,147**

Operating Expenses **\$577,000**

Key Expenses:

Contracts **\$327,450**

Equipment Rentals **\$150,000**

Special Events operational expenses make up 17% of total operating expenditures

Performing Arts

FY26 Proposed Budget					
Events	No. of Events	Attendees	Expenses	Revenue	
Adult Series	12	2,450	\$ 273,780	\$ 63,726	
Family series	15	2,600	\$ 149,840	\$ 25,580	
Outdoor concerts	7	2,100	\$ 112,780	\$ -	
Library Speakers	1	250	\$ 6,660	\$ -	
Movies	30	750	\$ 1,690	\$ -	
Chamber Music	5	300	\$ 32,680	\$ 1,500	
Music Education	8	2,400	NA	NA	
Events Subtotal	78	10,850	\$ 577,430	\$ 90,806	
Recurring Classes With Performances	No. of Events	Attendees	Expenses	Revenue	
Youth productions	28	600	\$ 34,935	\$ 4,700	
UTP	75	1,000	\$ 17,330	\$ -	
Classes	49	670	\$ 500	\$ 6,000	
Macdonald Competition	5	150	\$ 7,425	\$ 600	
Community Arts	12	N/A	\$ 550	\$ 7,800	
Other Rentals	28	2,376	\$ 500	\$ 14,000	
Overhead	-	-	\$ 304,677	\$ -	
Recurring Subtotal	197	4,796	\$ 365,917	\$ 33,100	
Total Performing Arts	275	15,646	\$ 943,347	\$ 123,906	

Total Expenses **\$1,841,170**
Compensation and Benefits **\$879,823**
Operating Expenses **\$943,347**

Key Expenses:
Artist Fees **\$443,930**
Equipment Rentals **\$131,700**

Performing Arts operational expenses make up 27.9% of total operating expenditures

Youth Programs

FY26 Proposed Budget			
Program	Attendees	Expenses	Revenue
Harvest Happenings	800	\$ 12,000	\$ 500
Holiday Gingerbread	190	\$ 5,000	\$ 1,500
Milk & Cookies with Santa	330	\$ 5,000	\$ 4,000
Spring Fest	800	\$ 11,000	\$ -
Touch a Truck	1,300	\$ 1,800	\$ -
Parent/Child Dance	250	\$ 6,070	\$ 3,000
Bubble Fun Run	150	\$ 3,500	\$ 1,500
Youth Events Sub Total	3,820	\$ 44,370	\$ 10,500
Camp McLean	3,250	\$ 76,675	\$ 114,500
Total Youth Program	7,070	\$ 121,045	\$ 125,000

Total Expenses **\$300,433**

Compensation and Benefits **\$179,388**

Operating Expenses **\$121,045**

Key Expenses:

Contracts **\$32,000**

Transportation (Camps) **\$28,000**

Youth Programs operational expenses make up 3.6% of total operating expenditures

Old Firehouse Center

FY 26 Proposed Budget

Program	Attendees	Expenses	Revenue
After School Progm	2,000	\$ 8,000	\$ 5,000
Family Events	5,000	\$ 52,900	\$ 1,500
Friday Night Activities	1,000	\$ 22,900	\$ 25,000
Break Trips	400	\$ 38,250	\$ 28,500
Rentals	13,500	\$ -	\$ 40,000
OFTC Camp	1,200	\$ 135,050	\$ 125,000
Facility Maint. & Operating	-	\$ 143,200	\$ -
Total Expenses	23,100	\$ 400,300	\$ 225,000

Total Expenses	\$891,429
Compensation and Benefits	\$491,129
Operating Expenses	\$400,300

Key Expenses:

Rec. Activities	\$83,000
Transportation (Camps)	\$67,150

Old Firehouse Center operational expenses make up 11.8% of total operating expenditures

50th Anniversary Budget

FY25 - FY26 Budget					
Event/Activity	FY24 Actuals	FY25 Revised Budget	FY26 Budget	Total Budget	
Community Event	\$ -	\$ 10,000	\$ 40,000	\$ 50,000	
Video	\$ 8,505	\$ 41,495	\$ -	\$ 50,000	
Timeline (website)	\$ -	\$ 25,000	\$ -	\$ 25,000	
Community Art Project(s)	\$ -	\$ 130,000	\$ -	\$ 130,000	
Commemorative Plantings	\$ -	\$ -	\$ 30,000	\$ 30,000	
Time Capsule	\$ -	\$ -	\$ 3,500	\$ 3,500	
Historical Lecture/Video	\$ -	\$ 15,000	\$ -	\$ 15,000	
Advertising/Marketing	\$ -	\$ 30,000	\$ 15,000	\$ 45,000	
Contingency	\$ -	\$ 25,000	\$ 26,500	\$ 51,500	
Totals	\$ 8,505	\$ 276,495	\$ 115,000	\$ 400,000	

FY25-26 Capital Improvement Budget

McLean Community Center Theatre Projects						
Project Description	FY25 Budget w/carryover	FY25 Mid-Year Adjustments	FY25 Budget Revised	FY26 Budget		
AV/IT/Dante Cat 6e Wiring Infrastructure Installation in Theatre Installation	\$ 208,535	\$ -	\$ 208,535	\$ -		
House Light/Worklight LED Renovation - Installation (Replacement)	\$ 494,645	\$ -	\$ 494,645	\$ -		
Theatre Chain Hoist System	\$ 22,000	\$ -	\$ 22,000	\$ -		
Theatre Cyclorama motorized Roll Drop	\$ 30,000	\$ -	\$ 30,000	\$ -		
Equipment - Audio Booth Console	\$ -	\$ -	\$ -	\$ 68,000		
McLean Central Park Pavillion Infrastructure	\$ -	\$ -	\$ -			TBD
Subtotal Theatre Projects	\$ 775,681	\$ -	\$ 775,681	\$ 68,000		

FY25-26 Capital Improvement Budget

McLean Community Center MCC and OFC Projects					
Project Description	FY25 Budget w/carryover	FY25 Mid-Year Adjustments	FY25 Budget Revised	FY26 Budget	
ADA Upgrades - Old Firehouse	\$ 800,000	\$ -	\$ 800,000	\$ -	
MCC Energy Study/Implementation	\$ 50,000	\$ 474,745	\$ 524,745	\$ -	
Roof Above the AldenStage	\$ 49,577	\$ -	\$ 49,577	\$ -	
Sensory Room - Old Firehouse	\$ 42,050	\$ -	\$ 42,050	\$ -	
Signage - MCC, OFC	\$ 21,413	\$ -	\$ 21,413	\$ -	
Storage Sheds - 2 - Theatre and Sp Events	\$ 35,000	\$ -	\$ 35,000	\$ -	
OFC HVAC Replacement of 2 Units	\$ -	\$ 81,285	\$ 81,285	\$ -	
MCC HVAC Replacement of 1 Unit	\$ -	\$ 36,000	\$ 36,000	\$ -	
Digital Sign - McLean Central Park	TBD	\$ -	TBD	\$ -	
Security Cameras	TBD	\$ -	TBD	\$ -	
MCC Landscaping Development	\$ -	\$ -	\$ -		TBD
OFC Flooring Project	\$ -	\$ -	\$ -		TBD
Repaving/Repair of MCC Parking Lot	\$ -	\$ -	\$ -		TBD
Subtotal MCC - OFC Projects	\$ 998,039	\$ 592,030	\$ 1,590,069		TBD
Subtotal Theatre Projects	\$ 775,680.79	\$ -	\$ 775,681	\$ 68,000	
Total Capital Improvement Projects	\$ 1,773,720	\$ 592,030	\$ 2,365,750	\$ 68,000+	

FY25-26 Fund Balance

Financial Summary FY24-FY25						
Fund Statement	FY24 Actuals		FY2025 Revised	FY26 Proposed		
Beginning MCC General Fund Balance	\$	7,022,919	\$	7,749,478	\$	5,519,103
Total Revenue	\$	7,599,098	\$	7,543,402	\$	7,898,507
Total Operating Expenditures	\$	(6,577,982)	\$	(7,723,562)	\$	(7,798,676)
Net Surplus (Shortfall) from Operation:	\$	1,021,116	\$	(180,160)	\$	99,831
Less: 50th Anniversary	\$	(8,505)	\$	(276,495)	\$	(68,000)
Less: Capital Expenses	\$	(286,052)	\$	(1,773,720)	\$	(115,000)
Net Surplus/(Shortfall)	\$	726,559	\$	(2,230,375)	\$	(83,169)
MCC General Fund Balance	\$	7,749,478	\$	5,519,103	\$	5,435,934
Capital Improvement Reserve Fund	\$	6,749,478	\$	4,519,103	\$	4,435,934
Operating Contingency Reserve	\$	1,000,000	\$	1,000,000	\$	1,000,000
Total Fund Balance	\$	7,749,478	\$	5,519,103	\$	5,435,934

THANK YOU!

