



**Reston Community Center
Board of Governors Monthly Meeting
March 02, 2026
Meeting Agenda**

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| 7:00 – Call to Order | Bill Bouie, Chair |
| 7:02 – Approval of Agenda | Bill Bouie, Chair |
| 7:03 – Chair’s Remarks | Bill Bouie, Chair |
| 7:08 – Bev’s Moment | Beverly Cosham, Vice Chair |
| 7:11 – Introduction of Visitors | |
| 7:13 – Community Input | |
| 7:15 – Committee Reports | |
| • March 02 Finance Committee Report (verbal) | Paul Thomas, Committee Chair |
| 7:20 – Board Member Input on Activities Attended | |
| 7:30 – Executive Director’s Report | BeBe Nguyen, Executive Director |
| 7:40 – Ongoing Business | Bill Bouie, Chair |
| 7:45 – New Business | Bill Bouie, Chair |
| 8:00 – Adjournment | |

Events	Date	Time
GRCC New Year Soiree	March 03	6:00 pm
Reston Chorale: Broadway Highlights	March 08	6:30 pm
RCC BOG Joint Committee Meeting	March 09	6:30 pm
Reston Community Orchestra: “Pi Day”	March 14	4:00 pm
Reston Chorale: Stravinsky	March 21	4:00 pm
RCC/GRCC Health & Wellness Fair	March 22	2:00 pm
RCP: “What the Constitution Means to Me”	March 26/27/28/29	Various
Meet the Artists: Beverly Cosham	April 02	2:15 pm

Type	Revised FY26 Budget	FY26 YTD	Remaining Balance	% Budget Target
FY25 Revised Beginning Fund Balance	12,208,481	12,208,481		100.00%
Revenue:				
Taxes	10,703,923	10,509,798	194,125	98.19%
Interest	75,000	195,165	(120,165)	260.22%
Vending	0	0	0	0.00%
Equipment Sale		261	(261)	0.00%
Aquatics	432,000	258,368	173,632	59.81%
Leisure and Learning	481,963	400,326	81,637	83.06%
Rental	181,000	121,784	59,216	67.28%
Arts and Culture	311,589	313,442	(1,853)	100.59%
Offsite and Collaboration	3,000	1,700	1,300	56.67%
Total Revenue	12,188,475	11,800,845	387,630	96.82%
Total Available	24,396,956	24,009,326	387,630	98.41%
Expenditures:			0	0.00%
Personnel	7,960,739	4,041,552	3,919,187	50.77%
Operating	4,267,408	3,182,911	1,084,496	74.59%
Sub-Total Non-Capital Expenditures	12,228,147	7,224,463	5,003,684	59.08%
Sub-Total Rev. less Non-Cap Exp.	(39,672)	4,576,382	(4,616,054)	-11535.65%
Capital Projects	2,561,456	1,574,183	987,273	61.46%
Total Expenses	14,789,603	8,798,646	5,990,957	59.49%
Revenue less Total Expenses	(2,601,128)	3,002,200	(5,603,327)	-115.42%
Ending Fund Balance	9,607,353	15,210,681		158.32%
FY26 Ending Fund Balance Budget Plan Reserve Breakdown	9,607,353			
Maintenance Reserve (12% of total revenue)	1,462,617			
Feasibility Study Reserve (2% of total revenue)	243,770			
Capital Project Reserve (up to 7,000,000)	7,000,000			
Economic and Program Reserve (remaining fund balance)	1,003,203			
Unreserved Balance	0			
Tax Rate per \$100 of Assessed Value	\$0.0470			
Sum of Reserve Balances equal to Ending Fund Balance	9,709,590			

**Revenue
comment**

General Notes: Revenues totaling \$417,551.10 collected prior to July 1 in 2025 were reversed and recorded as FY26 program revenue as those activities occurred after July 1, 2025 (the beginning of FY26). \$344,810 in additional tax revenue was requested at FY25 Carryover; it was recorded after BOS approval in September 2025. Performing Arts revenue of \$121,794 was also requested and recorded as it was not loaded in the system by DMB.

1. **Administration:** The Administration revenue includes tax, interest and facility rental revenues. Facility rental revenue is from the room rentals. We collected 98.19% of tax revenue, 67.28% of estimated Facility Rental revenue and 260.22% of estimated interest (returns on investments) revenue. Collection of interest is dependent on Investment Procedures approved by the Investment Committee. The investment income is commensurate with the current rates of return including repurchase agreements, commercial paper, short term bills and notes.
2. **Performing Arts Theatre Admissions:** Theatre admission sales for Professional Touring Artist Series (PTAS) performances; tickets go on sale August 1.
3. **Performing Arts Theatre Rental:** Theatre rental payments are made on an irregular schedule depending on when performances occur.
4. **Performing Arts Misc. Revenue- eTix:** Revenue from processing fees for online ticketing by eTix, Inc. the new provider.
5. **Performing Arts Equipment Sale:** Auctioned equipment sale proceeds; no revenue is predicted for this category as we can't be sure that surplus equipment will sell.
6. **Performing Arts Cultural Activities/Arts Organizations:** The community arts box office receipts and payments clearing line.
7. **PTSA Merchandise Sale:** PTSA related book sales at the Box Office.
8. **Arts Education:** Year-to-date amount includes summer, fall and winter/spring 2025/2026 program registration revenue.
9. **Aquatics Enrollment-Passes:** Year-to-date revenue represents summer, fall and winter/spring 2025/2026 program registration revenue. "Drop-in" swimming now requires pass purchases and lane or zone reservations for participation.
10. **Aquatics Rental:** Represents natatorium rental payments. The rentals are billed quarterly.
11. **Fitness:** Year-to-date amount includes summer fall and winter/spring 2025/2026 program revenue.
12. **Youth/Teen:** Year-to-date reflects the summer youth camp, fall and winter/spring 2025/2026 programming. Most of this cost center's revenue is realized during the summer. Fee waiver program participation in this cost center is significant.
13. **Lifelong Learning:** Year-to-date amount includes summer, fall and winter/spring 2025/2026 program revenue.
14. **Offsite & Collab. Community Events:** The revenue is collected from organization booth fees associated with the Reston Multicultural Festival and from MLK luncheon ticket sales.
15. **Offsite & Collab. Equity Partnerships:** The focus for this cost center has been changed to awareness and resourcing goals. Little or no revenue is projected or anticipated.

Personnel Expenses:

General Notes: Payroll posting lags two weeks behind the calendar; therefore, the percent of the year elapsed, and the percent of the budget expended, will not align. Summer personnel costs also reflect the fact that there is a split typically for pay period 14 that requires accounting for personnel costs that belong in the prior fiscal year and those that belong in the current fiscal year. Typically – because of our programming calendar – we get a fairly true picture of the personnel costs related to summer and fall programming cycles by the end of December. Staff monitor summer camp personnel expenditures against projected expenditures on a pay period by pay period basis for Youth/Teen and Arts Education cost centers because of the larger percentage of personnel funds that will be spent in the summer for those cost centers. \$59,194 in additional funding was requested at FY25 carryover to cover personnel costs and was recorded after BOS approval in September 2025.

1. **Administration:** Administration's allocated budget is typically under-spent; funding provides for Other Post-Employment Benefits (OPEB) costs.
2. **Facility Services (Booking):** Personnel costs are at the expected level.
3. **Comptroller:** Personnel costs are at the expected level.
4. **Customer Service:** Personnel costs are at the expected level.
5. **Facility Engineer:** Personnel costs are at the expected level.
6. **Maintenance:** Personnel costs are at the expected level.
7. **Information Technology:** Personnel costs are at the expected level.
8. **Media/Sponsorships:** Personnel costs are at the expected level.
9. **Community Partnerships:** No personnel costs are anticipated in FY26.
10. **Performing Arts:** Personnel costs are at the expected level.
11. **Arts Education:** Personnel costs are at the expected level.
12. **Aquatics:** Personnel costs are at the expected level.
13. **Fitness:** Personnel costs are at the expected level.
14. **Leisure and Learning Admin:** Personnel costs are at the expected level.
15. **Youth/Teen:** Personnel costs are at the expected level.
16. **Lifelong Learning:** Personnel costs are at the expected level.
17. **Offsite & Collab. Community Events:** Personnel costs are at the expected level.
18. **Offsite & Collab. Equity Partnerships:** Personnel costs are at the expected level.

Reston Community Center
 Revised Budget vs Actuals Worksheet
 January 31, 2026

100%/12* 7 mos=58.33%

	FY25 Carryover	FY26 Adopted Funding	Revised FY26 Budget	Jan	YTD	REMAINING BALANCE	% Budget Used Ytd
Personnel Expenses							
1 Administration		708,921	708,921	54,181	420,025	288,896	59.25%
2 Facility Services (Booking)		322,486	322,486	7,753	40,590	281,897	12.59%
3 Comptroller		518,175	518,175	35,933	249,178	268,997	48.09%
4 Customer Service	16,268	743,338	759,606	49,618	359,310	400,296	47.30%
5 Facility Engineering		174,340	174,340	14,265	96,584	77,756	55.40%
6 Maintenance	15,519	516,560	532,079	41,202	291,551	240,528	54.79%
7 IT		171,268	171,268	8,553	59,381	111,887	34.67%
8 Media/Sponsorships		530,908	530,908	40,107	276,839	254,069	52.14%
9 Community Partnerships			0		0	0	0.00%
10 Performing Arts		724,615	724,615	53,744	356,843	367,772	49.25%
11 Arts Education	27,407	406,983	434,390	14,984	265,227	169,163	61.06%
12 Aquatics		1,183,049	1,183,049	97,656	650,177	532,872	54.96%
13 L&L Fitness		274,736	274,736	16,037	135,572	139,164	49.35%
14 L&L Admin		395,115	395,115	27,226	189,586	205,529	47.98%
15 L&L Youth/Teen		411,399	411,399	15,409	244,449	166,950	59.42%
16 L&L Lifelong Learning		200,449	200,449	12,869	98,230	102,219	49.01%
17 Offsite &Collab. Community Events		484,203	484,203	32,560	219,669	264,534	45.37%
18 Offsite &Collab. Equity Partnerships		135,000	135,000	12,643	88,340	46,660	65.44%
Total Personnel Expenses	59,194	7,901,545	7,960,739	534,741	4,041,552	3,919,187	50.77%

Operating Expenses:

General Notes: Reservations for ongoing (multiple months) expenses are made at the beginning of the year; funds are spent down from them. The net effect of either stand-alone expenses or spending down of reserved amounts is shown in the column marked "YTD." As we get closer to the end of the year, unspent balances of program contracts will be restored to the cost center balances. RCC's FY25 Carryover Package included \$14,672.66K for incomplete delivery of FY25 operating and \$704,546.27 capital projects procurements; these amounts were added to the FY26 budget amounts in September. That package also included additional \$145,660K to allow for added security, ground maintenance and RecTrac VSI upgrades.

1. **Administration:** Current month expenses are for admin operating costs.
2. **Board:** Current month expense is staff retirement hospitality and BOG January 2026 meeting planning costs.
3. **Facility Services (Booking):** Current month expenses and reservations net are for facility security, storage rental and supplies.
4. **Comptroller/LA Lease/Admin:** Current month expenses are bank fees and office supplies.
5. **Customer Service:** No current month costs recorded.
6. **Facility Engineering:** Current month expenses include facility repair and maintenance costs for RCC HW and RCC LA buildings.
7. **Maintenance:** Current cost is a net of payments and reservations for utilities, maintenance costs, custodial services and supplies.
8. **IT:** Current month expenses and reservations/payments are for phone charges.
9. **Media:** Current month expenses and reservations include program printing costs, sponsorships, other operating costs.
10. **Community Partnerships:** Current month expense is subscription cost.
11. **Performing Arts:** Current month reservations and expenses are for theatre operating costs.
12. **Arts Ed:** Current month cost is a net of reservations and payments for program operating costs.
13. **Aquatics:** Current month reservations and expenses net are for natatorium operating costs and conference attendance costs.
14. **Fitness:** Current month costs are program operating expenses.
15. **Leisure and Learning Admin:** Current month costs are administrative costs.
16. **Youth/Teen:** Current month expenses are program operating costs.
17. **Lifelong Learning:** Current month expenses are program operating costs.
18. **Offsite & Collab. Community Events:** Current month reservations and expenses are for program operating costs. Summer is extremely busy for this cost center and advance payments or reservations for the September Multicultural Festival start occurring in July and August.
19. **Offsite & Collab. Equity Partnerships:** Current month reservations and expenses are for program operating costs.

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	FY25 Carryover	FY26 Adopted Funding	Revised FY26 Budget	Jan	YTD	REMAINING BALANCE	% Budget Used Ytd
Operational Expenses							
1 Administration		51,400	51,400	295	33,307	18,093	64.80%
2 Board		84,200	84,200	7,607	42,224	41,976	50.15%
3 Facility Services (Booking)	99,000	198,350	297,350	159	198,193	99,157	66.65%
4 Comptroller/LA Lease/Admin	26,000	382,733	408,733	6,706	339,708	69,025	83.11%
5 Customer Service		16,000	16,000		10,159	5,841	63.49%
6 Facility Engineering	14,520	150,064	164,584	25,131	120,051	44,533	72.94%
7 Maintenance	10,890	549,345	560,235	132	421,977	138,258	75.32%
8 IT	9,860	148,970	158,830	234	176,278	(17,448)	110.99%
9 Media/Sponsorships	63	909,893	909,956	19,132	648,826	261,130	71.30%
10 Community Partnerships		165,000	165,000	100	66,908	98,092	40.55%
11 Performing Arts		366,722	406,722	25,161	380,331	26,391	93.51%
12 Arts Education		106,610	106,610	1,353	69,662	36,948	65.34%
13 Aquatics		115,800	115,800	4,377	54,820	60,980	47.34%
14 L&L Fitness		11,600	11,600	991	1,711	9,889	14.75%
15 L&L Admin		6,800	6,800	587	3,419	3,381	50.28%
16 L&L Youth/Teen		305,659	305,659	12,186	242,537	63,122	79.35%
17 L&L Lifelong Learning		100,354	100,354	2,558	41,071	59,283	40.93%
18 Offsite &Collab. Community Events		415,250	375,250	2,819	308,156	67,094	82.12%
19 Offsite &Collab. Equity Partnerships		22,325	22,325	1,053	23,573	(1,248)	105.59%
Total Operational Expenses	160,333	4,107,075	4,267,408	110,580	3,182,911	1,084,496	74.59%

**Capital
Projects**

General Notes: Because of scheduling, RCC Capital Improvement Projects frequently carry over from one fiscal year to the next. Hidden columns each month include activity (plus or minus) that has already occurred; the net in the remaining balance column includes prior months' transactions. The Capital Projects Team will determine the "completed project" status and reallocate remaining funding to either existing projects (if needed) or to the Fund Balance. The FY23 Capital Projects Carryover amount is \$1,201,221.

1. **RCC Improvements/CC-000001:** Funding for Hunters Woods facility projects.
2. **RCC Facility Enhancements/CC-000002:** Funding for Lake Anne facility projects.
3. **RCC Performing Arts Enhancements/CC-000008.**
4. **Reston Arts Venue/CC-000024:** Reston Arts Venue.

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	FY25 Carryover	FY26 Adopted Funding	Revised FY26 Budget	Jan	YTD	REMAINING BALANCE	% Budget Used Ytd
Capital Proj. & Cap Equip.							
1 RCC Improvements CC-000001	1,622,425	495,413	2,117,838	25,524	1,226,508	891,330	57.91%
2 RCC Facility Enhcmnts. CC-000002		17,413	0		0	0	0.00%
3 Theatre Enhancements CC-000008		145,442	127,442		53,760	73,682	42.18%
4 RCC Natatorium Reno CC-000009			0		0	0	0.00%
Reston Arts Venue CC-000024		17,514	17,514		0	17,514	0.00%
RCC On Wheels Funding	298,662		298,662		293,915	4,747	98.41%
RCC Art Wall Design			0		0	0	0.00%
Total Capital Expenses	1,921,087	675,783	2,561,456	25,524	1,574,183	987,273	61.46%
Total RCC Expenditures	2,140,613	12,684,403	14,789,603	670,845	8,798,646	5,990,957	59.49%