

City of Alexandria, Virginia
BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE (BFAAC)

Monthly Meeting

March 19, 2024

City Hall, Sister Cities Conference Room

Summary Minutes

Committee Members Present:

Amy Friedlander (Chair), Michelle Millben (Vice Chair), John Ruthinoski (Secretary), Nancy Drane, Chris Ferrara, Laurie MacNamara, David Millard, Julio Ramirez, Antonio Tamariz, Mark Tonsetic, Randall Williams

Excused/Absent:

Rob Rapanut, Brant Snyder

Office of Management and Budget (OMB) Staff:

Arthur Wicks, Morgan Routt

Guests:

None

Agenda:

1. **Call to Order: Chair Friedlander** called the meeting to order at 7:07 p.m. with a quorum present.
2. **Approval of the Minutes from the March 4, 2024, meeting:** A motion was made by **Drane** and seconded by **Williams** to approve the minutes of the March 4th BFAAC meeting with the following correction to the dates of the BFAAC Budget Education Sessions:
 - April – Special Revenue Funds and Grants
 - May – ACPS Budget

The motion was carried by unanimous vote.

3. **BFAAC Workplan Items: Observations on the City Manager’s Proposed Budget**

Chair Friedlander reminded the BFAAC members of the topics agreed to for the BFAAC’s Memo on the FY 25 Advertised Budget

- CIP sustainability
- Commercial/residential real estate tax revenue trend
- Impact of the School Board’s budget request
- City Manager budget presentation messaging

Chair Friedlander asked if BFAAC members had any additional topics for the memo. The BFAAC reviewed draft language and recommendations for each of these sections, agreeing to the following changes:

- The CIP section will be expanded to include a discussion of revenue and economic development (including the commercial/residential real estate tax revenue trend)
- A new section was added on using the Industrial Development Authority (IDA) and Alexandria Redevelopment and Housing Authority (ARHA) to spur economic development.
- The focus on the final item was expanded to include all outward facing budget communication materials, and the connection between this recommendation and the BFAAC's Budget 101 work this year will be highlighted.

The BFAAC agreed to hold a remote meeting at 5:00 PM on Tuesday March 26th to approve the final version of the memo to ensure it can be sent to the City Council a week prior to the date of the presentation on April 3rd.

4. **Ad Hoc Stormwater Committee Report:** **Ferrara** reported on the Ad Hoc Stormwater Committee, which included an overview of current projects underway and a discussion on the City's investment in projects and prioritization of projects. Ferrara also reported the Stormwater Committee supported the increase in the stormwater utility fee rate included in the City Manager's budget. The BFAAC agreed to add support for the stormwater fee increase to the economic development section of their budget memo.
5. **OMB Report:** **Rouff** mentioned that a new format for the quarterly Capital Project Status Report was recently unveiled which had its origins in a 2020 recommendation by the BFAAC. He also suggested that a representative of the Department of Project Implementation be invited to the BFAAC next year to update the BFAAC on their work. **Rouff** announced that 2 budget public hearings were held last week with a total of 60 speakers. **Rouff** also announced that the City Council advertised a 4-cent increase in the tax rate and that the BFAAC is scheduled to present its memo on the budget at Work Session on April 3rd at 7:00 PM. **Friedlander** encouraged all BFAAC members to attend.
6. **Adjournment:** **Millben** moved the meeting be adjourned. **MacNamara** seconded the motion. The motion was carried by unanimous voice vote. The meeting adjourned at 8:53 PM.
7. **Upcoming Meetings/Significant Dates:**
 - BFAAC Budget Memo Approval Meeting – March 26, 2024 – 5:00 PM
 - BFAAC Presentation on Budget Memo - Budget Work Session #5 - April 3, 2024 – 7:00 PM
 - Add/Delete Public Hearing – April 13, 2024 – 9:30 AM
 - BFAAC Regular Meeting – April 16, 2024 – 7:00 PM
 - Tax Rate Public Hearing – April 24, 2024 – 6:00 PM
 - Budget Adoption – May 1, 2024 – 6:00 PM
 - BFAAC Regular Meeting – TBA – 7:00 PM