

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

Monthly Meeting
September 17, 2024
Sister Cities Room, City Hall

Summary Minutes

Committee Members Present:

Amy Friedlander (Chair), Michelle Millben (Vice Chair), John Ruthinoski (Secretary), Nancy Drane, Chris Ferrara, Rob Rapanut, Kristine Slayden, Antonio Tamariz, Mark Tonsetic

Excused/Absent:

David Millard, Brant Snyder, Randall Williams

Office of Management and Budget (OMB) Staff:

Arthur Wicks, Morgan Routt, Meghan McGrane

Guests:

Roberto Gomez

Agenda:

1. **Call to Order: Chair Friedlander** called the meeting to order at 7:08 p.m.
2. **Approval of the Minutes from the June 10, 2024, meeting:** A motion was made by **Drane** and seconded by **Tonsetic** to approve the minutes of the June 10th BFAAC meeting. The motion was carried by unanimous vote with 2 abstentions.

Chair Friedlander introduced new at-large member **Kristine Slayden**.

Arthur **Wicks** announced that he will be leaving the role of Staff Liaison for BFAAC but will continue to work at OMB. Meghan **McGrane** was introduced as the new BFAAC Staff Liaison.

3. **BFAAC Work Plan Items: Chair Friedlander** announced that this item would be discussed at the October meeting as not all the summaries had been completed at this time. **Drane** reported that the video from the ACPS Education Session was very poor quality. **Wicks** noted that the ACPS meeting was held in a different room that was not set up for A/V recording. **Tonsetic** asked staff how OMB would track consumption of the videos once they are posted. **Wicks** reported that they videos would be posted on the City's YouTube channel and the number of views could be tracked along with the number of clicks on the City's website.

Chair Friedlander asked which Budget Education sessions should be held this year. After discussion, it was agreed that the sessions on Special Revenue Funds and Grants and Personnel and Compensation would be held beginning in January 2025. Chair Friedlander reviewed the other topics discussed as potential Budget 201 Education Sessions:

- Dashboarding/KPIs
- Planning/DPM Performance Metrics
- Alexandria Economic Development Partnership

- Transportation
- Revenue Master Plan
- Office on Race and Equity and Climate lenses on the budget

4. **New Business - Drane** reported that the Alexandria City Public Schools Budget Advisory Committee (BAC) has drafted a memo for the Alexandria City School Board (ACSB) on revenue sharing. The BAC asked **Drane** to share the memo with BFAAC. The memo will be shared with BFAAC along with a link to the ACSB meeting where the memo was discussed. **Drane** asked staff if any discussions were held at the most recent joint City/Schools meeting regarding the budget process. **Routt** responses that some significant changes were discussed but not taken. The City and ACPS will do more joint communication around the budget and work closely on the development of their calendars.

Vice Chair Millben raised an issue, mentioned at the June meeting, about BFAAC developing a written procedures for how BFAAC receives and responds to requests to study a budget policy issue. **Chair Friedlander** asked **Vice Chair Millben** to develop a draft of proposed procedures to be reviewed at a future meeting. Further discussion led the BFAAC to discuss its past recommendations to the City Council and recommend a review of previous recommendations to the City Council and whether the Council acted on those recommendations. **Slayden** and **Routt** volunteered to work on this issue with **Tonsetic** offering to help with the use of AI tools that could make the task easier. **Wicks** suggested beginning at least in the 2014 timeframe and possibly going back as far as 2000. **Chair Friedlander** recommended this work be completed by December 2024.

5. **Stormwater Utility & Flood Mitigation Advisory Group Update** – **Ferrara** reported the next meeting would be held on September 18th, 2024

6. **Updates and Reports: OMB Report**

Routt announced that City Council will be adopting the Budget Guidance in November. He added that the City Manager would be providing a little more formal guidance than in the past about what we can expect in terms of affordability. **Wicks** reported that the City Council’s retreat would be on November 23rd this year.

7. **Adjournment: Ferrara** moved the meeting be adjourned. **Tonsetic** seconded the motion. The motion was carried by unanimous voice vote. The meeting adjourned at 8:32 PM.

8. **Upcoming Meetings/Significant Dates:**

- BFAAC Regular Meeting – TBA June – 7:00 PM
- BFAAC Regular Meeting – Tuesday, September 17, 2024 – 7:00 PM
- BFAAC Regular Meeting – Tuesday, October 15, 2024 – 7:00 PM
- BFAAC Regular Meeting – Tuesday, November 19, 2024 – 7:00 PM
- *City Council Retreat - Saturday, November 23, 2024*
- BFAAC Regular Meeting – Tuesday, December 17, 2024 – 7:00 PM
- BFAAC Regular Meeting – Tuesday, January 21, 2025 – 7:00 PM
- BFAAC Regular Meeting – Tuesday, February 18, 2025 – 7:00 PM
- *Proposed FY 26 2026 Budget Presentation to Council – Tue, Feb 25, 2025 - 7:00 PM*

- *Proposed FY 2026 Budget Public Presentation to the Public – Thu, Feb 27, 2025 – 7:00 PM*
- BFAAC Regular Meeting – Tuesday, March 18, 2025 – 7:00 PM
- BFAAC Regular Meeting – Tuesday, April 15, 2025 – 7:00 PM
- *FY 2026 Budget Adoption – Wednesday, April 30, 2025 – 6:00 PM*
- BFAAC Regular Meeting – Tuesday, May 20, 20245 – 7:00 PM